

## **1.9 Whistleblower Policy-Reporting Suspected Violations of Law and Policy**

Special Olympics Texas, Inc. (SOTX) is committed to maintaining a workplace where employees are free to raise good faith concerns regarding SOTX business practices, specifically: **(1)** reporting suspected violations of law on the part of SOTX, including but not limited to federal laws and regulations; **(2)** providing truthful information in connection with an inquiry or investigation by a court, agency, law enforcement, or other governmental body; and **(3)** identifying potential violations of SOTX policy, specifically the policies contained in SOTX's Policies and Procedures Manual.

An employee who wishes to report a suspected violation of law or SOTX policy may do so confidentially by contacting the President/Chief Executive Officer, the Board of Director's Chairperson, or the .

SOTX expressly prohibits any form of retaliation, including harassment, intimidation, adverse employment actions, or any other form of retaliation, against employees who raise suspected violations of law, cooperate in inquiries or investigations, or identify potential violations of SOTX policies. Any employee who engages in retaliation will be subject to discipline, up to and including termination.

Any employee who believes that he or she has been subjected to any form of retaliation as a result of reporting a suspected violation of law or policy should immediately report the retaliation to the employee's immediate supervisor. Supervisors, managers, and Shared Services staff, who receive complaints of retaliation, must immediately inform the President/Chief Executive Officer, the Board of Director's Chairperson, the .

Reports of suspected violations of law or policy and reports of retaliation will be investigated promptly and in a manner intended to protect confidentiality, consistent with a full and fair investigation. The President/Chief Executive Officer, the Board of Director's Chairperson, the , and the Management Committee member representing the region or function to which the suspected violation of law or policy relates will conduct or designate other internal or external parties to conduct the investigations. The investigating parties will notify the concerned individuals of their findings directly, and prepare other reports as indicated by the circumstances. A summary of all such reports will be presented to the Board of Directors.

In the event that a report of a suspected violation of law or policy or retaliation involves an individual who reports to the President/Chief Executive Officer, to the Board of Director's Chairperson, to the , to the Management Committee member representing the region or function to which the suspected violation of law or policy relates, or to staff who report directly to these officials, then that official will not participate in the investigation and the remaining officials or their designees will conduct the investigation.

### **Purpose**

To provide a mechanism for employees to raise good faith concerns regarding suspected violations of law on the part of SOTX, to cooperate in an inquiry or investigation by a court,

agency, law enforcement, or other governmental body, or to identify potential violations of SOTX policy; and to protect employees who take such actions from retaliation.

**Origin**

Special Olympics Texas, Inc.

