



Whistleblower Policy

Emerald City Football Club (i.e., the Organization) requires board members, officers, coaching staff, independent contractors, players, families and volunteers (i.e., Representatives) to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As Representatives of the Organization, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

This Whistleblower Policy is intended to encourage and enable Representatives to raise serious concerns internally so that the Organization can address and correct inappropriate conduct and actions. It is the responsibility of all Representatives to report concerns about violations of the Organization's code of ethics (i.e., member handbook) or suspected violations of law or regulations (i.e., bylaws) that govern the Organization's operations.

No Retaliation

It is contrary to the values of the Organization for anyone to retaliate against any Representative who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of the Organization. A Representative who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of Organization membership.

Reporting Procedure

The Organization has an open door policy and suggests that Representatives share their questions, concerns, suggestions or complaints with their Coach or volunteer Team Representative. If you are not comfortable speaking with your Coach or volunteer Team Representative or you are not satisfied with their response, you are encouraged to speak with the Board's Vice President of Membership. Complaints or concerns about suspected ethical and legal violations, including complaints regarding corporate accounting practices, should be reported in writing to the Board, who has the responsibility to investigate such complaints.

Acting in Good Faith

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

The Board's Vice President of Membership will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.