

Whistleblower Policy

Reborn Animal Rescue, Inc. (RAR) requires directors, board members, and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of Reborn Animal Rescue, we all 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 RAR volunteers and others to raise serious concerns internally so that RAR can address and correct inappropriate conduct and actions. It is the responsibility of all board members and volunteers to report concerns about violations of RAR's Code of Ethics, Conflict of Interest Policy, Fundraising Policy, Non-Disclosure Agreement, or suspected violations of law or regulations that govern RAR's operations.

No Retaliation

It is contrary to the values of RAR for anyone to retaliate against any board member or volunteer 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 RAR. A volunteer who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of their association with RAR.

Reporting Procedure

RAR has an open-door policy and suggests that volunteers share their questions, concerns, suggestions or complaints with their supervisor. If you are not comfortable speaking with your supervisor or you are not satisfied with your supervisor's response, you are encouraged to speak with the Executive Director, who serves as RAR's Compliance Officer. Supervisors are required to report complaints or concerns about suspected ethical and legal violations in writing to the Executive Director who has the responsibility to investigate all reported complaints. Volunteers with concerns or complaints may also submit their concerns in writing directly to their supervisor or the Executive Director or to the Board of Directors.

Compliance Officer

RAR's Compliance Officer (the RAR Executive Director serves in this capacity) is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Compliance Officer will advise the Board of Directors of all complaints and their resolution and will report at least annually to the Executive Director on compliance activity relating to any improprieties.

Accounting and Auditing Matters

The Compliance Officer shall immediately notify the Board of Directors of any concerns or complaint regarding RAR's financial practices, fundraising practices, accounting practices, or internal processes, and work with the Board of Directors until the matter is resolved.

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 Executive Director (who serves as RAR's Compliance Officer) 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.