



**Sisters
Rising
Worldwide**
so all may flourish!

Whistle Blower Policy

1)Purpose:

SRW requires directors, officers, employees and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of SRW all must practice honesty and integrity in fulfilling responsibilities, complying with all applicable laws and regulations. SRW employees will adhere to SRW Employee Handbook that outlines policies and procedures for all grievances related to personnel matters. The handbook aligns with the SRW Employee handbook.

2)Acting in Good Faith:

Anyone making a complaint concerning a violation or suspected violation of some policy, practice or activity of SRW must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of a policy, practice or activity of SRW. 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.

3)No Retaliation:

No director, officer, employee, or volunteer who makes a good faith report under this Whistle Blower Policy or who cooperates in inquiries or investigations shall suffer harassment, retaliation or adverse employment consequences. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistle Blower Policy is intended to encourage and enable employees, volunteers, officers, and directors and others to raise serious concerns within SRW prior to seeking resolution outside SRW. Any director, officer, employee, or volunteer who believes that he or she has been subjected to any form of retaliation as a result of making a good faith report under this Whistleblower Policy should immediately report the retaliation to the Executive Director or the Chair of the Board of Directors.

4)Reporting:

SRW encourages its directors, officers, employees, volunteers, and associates to share their questions, concerns, suggestions, or complaints with someone who can address them properly. Any SRW employee, volunteer, officer, director or associate who reasonably believes that some policy, practice, or activity of the SRW is in violation of law or SRW policy should file a complaint with the Executive Director or the Chair of the Board of Directors. If the wrongful conduct implicates the Chair of the Board of Directors, or if the reporting individual is not comfortable speaking with or not satisfied with the response of the foregoing individuals, the issue may be reported to any member of the Executive Committee of the Board of Directors. Violations or suspected violations may be submitted on a confidential basis by the complainant or may be

submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

5)Investigation:

The SRW Executive Director, Chair of the Board of Directors, or a representative of the Executive Committee of the Board of Directors, will notify the sender and acknowledge receipt of the reported violation or suspected violation within ten (10) business days. All reports will be promptly investigated in a manner intended to protect confidentiality, consistent with a full and fair investigation, and appropriate corrective action will be taken if warranted by the investigation. A summary of the investigation will be presented to the Executive Committee of the board of directors.

6)Accounting and Audit Matters:

The SRW Board Finance Committee and Executive Director shall address all reported concerns or complaints regarding corporate accounting practices, internal controls, or auditing. The Finance Chair/or Board Treasurer shall notify the Board of Directors as needed until the matter is resolved.

7)Handling of Reported Whistle Blower Violations:

The Executive Committee will notify the person who submitted a grievance 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. The Executive Committee will review and approve the final resolution of all uncontested grievances. The decision shall be final and binding. The Executive Committee will report its findings to the Board of Directors.

Date Approved by the Board of Directors: 4/9/24

Date Reviewed/Revised by Governance Committee IO CW: 1/11/24