



Whistleblower Protection Policy for ImaBridge Africa (IBA) www.ImaBridge.org

ImaBridge Africa (IBA) requires the Board of Directors, officers, and employees to observe high business and personal ethics standards in their duties and responsibilities. IBA's Board of Directors, employees, and representatives 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 Board Members, employees, and others to raise serious internal concerns so that the **IBA** can address and correct inappropriate conduct and actions. All board members, officers, employees, and volunteers are responsible for reporting concerns about violations of **the IBA's code of ethics or suspected violations of laws or regulations that govern the IBA's** operations.

No Retaliation: It is contrary to the values of **IBA** for anyone to retaliate against any board member, officer, employee, 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 **IBA**. 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.

Reporting Procedure: **IBA** has an open-door policy and suggests that employees share their questions, concerns, suggestions, or complaints with their supervisor. Suppose you are uncomfortable speaking with or dissatisfied with your supervisor's response; in that case, you are encouraged to talk with the Executive Director or a board member. Supervisors and managers must report complaints or concerns about suspected ethical and legal violations in writing to the Executive Director or a designated employee or board member responsible for investigating all reported complaints. Employees with concerns or complaints may also submit their concerns in writing directly to their supervisor, the Executive Director, or the organization's Compliance Officer.

Compliance Officer: The **IBA's** Executive Director (ED) ensures that all complaints about unethical or illegal conduct are investigated and resolved. The ED will advise the Chair of the Board of Directors of all complaints and their resolution. He/She will report annually to the Board of Directors and the Advisory Committee on compliance activity relating to accounting or alleged financial improprieties.