

Whistle-blower policy

Landesverband DVG America ("LV DVG America") encourages Officers, Board members, and others to report any violation of policy, procedure, or ethics; illegal activity; or other misconduct by those representing the LV. No person who in good faith reports a violation shall suffer harassment, retaliation or other adverse consequences. Anyone who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including removal from office, using the procedures spelled out in the Bylaws.

This policy 1) encourages Officers, Board members and others to come forward with credible information on illegal practices or serious violations of adopted policies of the LV; 2) specifies that the LV will protect the person from retaliation; and 3) identifies where such information can be reported.

Procedure:

1. Encouragement of reporting. The LV encourages complaints, reports or inquiries about illegal practices or serious violations of the LV's policies, including illegal or improper conduct by or on behalf of the LV or by its Board or Officers. Appropriate subjects to raise under this policy include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies.
2. Protection from retaliation. LV DVG America prohibits retaliation by or on behalf of the LV against anyone making a good faith complaint, report or inquiry under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken.
3. Where to report. Complaints, reports or inquiries may be made under this policy on an anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They may be directed to the President, or the Board, or any individual Board member or Officer.

Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation. Except in the case of anonymous complaints or reports, the recipient of a complaint will notify the sender and acknowledge receipt of the reported violation or misconduct within five business days. The Board, or their delegate, will conduct a prompt, discreet, and objective review or investigation although it may not be possible to fully evaluate a vague or general complaint, report or inquiry that is made anonymously. Appropriate corrective action will be taken if warranted by the investigation.

Adopted unanimously on August 20, 2012 by the LV/DVG America Board