

Florida Polytechnic University Foundation Policy

Subject/Title: Whistleblower Protection
FPUF Policy Number: FPUF – 1.04
Date First Adopted: November 21, 2014
Date Revised:
Responsible Division/Department: Advancement/Foundation Office

A. PURPOSE

This policy provides guidelines for whistleblower protection.

B. APPLICABILITY/ACCOUNTABILITY

This policy applies to all University Advancement and Foundation employees.

C. POLICY

The whistleblower policy imposes strict standards to prevent fraud and dishonesty. The submission of concerns regarding questionable accounting or audit matters by employees, directors, officers, and other stakeholders of the Foundation may be made on a confidential and anonymous basis. Foundation Board of Directors, volunteers and University employees reporting concerns are protected from retaliatory actions.

D. PROCEDURES

1. Any potential impropriety should be reported to the Vice President of Advancement (VPA).
2. If the potential impropriety involves the VPA then the matter should be addressed to the University President.
3. Upon receipt of an allegation, the individual receiving the information shall notify the University's Office of General Counsel (OGC) who will ensure there is an investigation of all credible allegations.
4. The University's OGC shall report the findings of the investigation back to the VPA or to the University President, as appropriate, while respecting the privacy of those involved in the matter.
5. A report of complaints, investigations and actions shall be made to the University's and Foundation's designated Audit Committees.
6. There will be no punishment or retaliation against individuals reporting potential issues consistent with this policy.

POLICY APPROVAL

Policy No.: 1.04

Approved by the Foundation Board during November 21, 2014 board meeting.



Governance Committee Chair

3/24/2015
Date



Approved by FPUF Board

3/4/2015
Date