

POLICY STATEMENT

Montgomery Area Food Bank is committed to the highest possible standards of ethical, moral and legal conduct. This policy aims to provide an avenue for employees to raise concerns and reassurance that they will be protected from reprisals or victimization for whistleblowing in good faith.

The whistleblowing policy is intended to cover serious concerns that could have a large impact on Montgomery Area Food Bank, such as actions that:

- May lead to incorrect financial reporting;
- Are unlawful;
- Are not in line with company policy, including the Code of Ethics; or
- Otherwise amount to serious improper conduct.

SAFEGUARDS

Harassment or victimization of the complainant will not be tolerated.

Confidentiality: every effort will be made to protect the complainant's identity.

Anonymous Allegations: the policy encourages employees to put their names to allegations because appropriate follow-up questions and investigation may not be possible unless the source of the information is identified. Concerns expressed anonymously will be investigated, but consideration will be given to:

- The seriousness of the issue raised;
- The credibility of the concern; and
- The likelihood of confirming the allegation from attributable sources.

Malicious allegations without regard for the truth may result in disciplinary action.