



Building Healthy Minds and Bodies since 1977

4.36 NO REPRISALS, NO RETALIATION POLICY

PURPOSE

To ensure the protection of all Okanagan Gymnastics Centre (OGC) employees who report suspicious activities or practices in good faith.

POLICY

The reporting of an offence will be handled respectfully and with as much confidentiality as possible to all parties involved

PROCEDURE

The employee, who in good faith, reports the alleged offence will not suffer harassment, retaliation, or adverse employment consequences. All allegations must be based on reasonable evidence that would indicate a violation of fraud, abuse or misconduct.

- If the reporting employee is in need of protection OGC will respond by removing the alleged offender in question or the person who has reported the misconduct, until such time as safety is no longer a concern.
- OGC will follow all labour laws relating to the protection of employees.
- An employee or contracted individual who retaliates against someone who has reported a violation, in good faith, is subject to discipline up to and including termination.
- An employee or contracted individual who alleges information they know to be false is subject to discipline up to and including termination.
- Documentation relating to the allegation will remain in a sealed confidential file located in a secure location.

APPROVED BY OGC BOARD OF DIRECTORS SEPTEMBER 20, 2017