

International Positive Psychology Association

Tax ID 26-1629251

Whistleblower Policy

General

International Positive Psychology Association's (IPPA) 501(c)3 Code of Ethics and Conduct ("Code") requires directors, officers, volunteers, and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As and representatives of the Organization, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

It is the responsibility of all directors, officers, volunteers, and employees to comply with the Code and to report violations or suspected violations in accordance with this Whistleblower Policy.

No Retaliation

No directors, officer, volunteer, or employee who in good faith reports a violation of the Code shall suffer harassment, retaliation, or adverse consequence. An employee or volunteer who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment or volunteer position. This Whistleblower Policy is intended to encourage and enable safe, unhindered ability to raise serious concerns within the Organization prior to seeking resolution outside the Organization.

Compliance Officer

The Organization's Compliance Officer by is the Executive Director, or other as appointed by the Board of Directors. The Compliance Officer is responsible for investigating and resolving all reported complaints and allegations concerning violations of the Code and, at their discretion, shall advise the Board of Directors and/or appropriate committee. The Compliance Officer has direct access to the Board of Directors and is required to report suspected violations within 90 days.

Reporting Violations

The Code addresses the Organization's open-door policy and suggests that anyone with a concern share their questions, concerns, suggestions, or complaints with someone who can address them properly. In most cases, the Compliance Officer is in the best position to address an area of concern. However, if you are not comfortable speaking with the

Compliance Officer or you are not satisfied with their response, you are encouraged to speak with a member of the Board of Directors whom you are comfortable in approaching. A report is required for suspected violations of the Code of Conduct. The Compliance Officer has specific and exclusive responsibility to investigate all reported violations. For suspected fraud, or when you are not satisfied or are uncomfortable with following the Organization's open-door policy, individuals should contact the Organization's Compliance Officer directly.

Accounting and Executive Committee Matters

The executive committee of the board of directors shall address all reported concerns or complaints regarding corporate accounting practices, internal controls, or human resources. The Compliance Officer shall immediately notify the executive committee of any such complaint and work with the committee until the matter is resolved.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation of the Code must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the Code. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

The Compliance Officer will notify the sender and acknowledge receipt of the reported violation or suspected violation within thirty days. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

Policy Revision Date: June 28, 2018

Signed: _____

Date: _____