

## **MCSBA Whistleblower Policy**

As a small organization with a modest budget and limited revenues, MCSBA strives to be conscientious in all our fiscal activities. Nevertheless, if an employee believes something irregular and inappropriate is being done with Association money, they should not hesitate to bring attention to the problem in one of the following ways.

First option – tell the Executive Director who will then investigate and report on the concern and any follow-up action to the Steering Committee, the group responsible for financial oversight.

Second option – if the employee does not feel he/she can tell the Executive Director, then this person should inform the current MCSBA President about this concern. The President then must investigate the allegation and report his/her findings to the Steering Committee which will determine the appropriate response.