

PURPOSE: TO STATE BRENAU'S CONTINUED COMMITMENT TO ENSURE THAT THE LAWS, REGULATIONS AND POLICIES THEREIN ARE BEING FOLLOWED.

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Every member of the Brenau University community including trustees and employees has a responsibility to protect Brenau's resources and assets, as well as to ensure that the laws, regulations and policies applicable to Brenau are followed. Brenau University requires and enforces the highest standards of honesty and integrity in all its transactions. Therefore, the University will investigate and report to the appropriate individuals allegations of improper activities, violation of law or policies of this University.

It is the responsibility of all employees and trustees and other individuals to report violations or suspected violations in accordance with this policy. An individual who in good faith reports a violation or suspected violation will not be subjected to retaliation or adverse employment as a result of making such a report.

Anyone reporting a suspected violation must act in good faith and have reasonable grounds for believing the information disclosed is a violation of a law, regulation or policy. An allegation that is made maliciously, recklessly or with knowledge that the allegation is false, will subject the person making such allegation to appropriate discipline or other consequences. Reports of concerns or allegations and subsequent investigations will be kept confidential to the extent practical and consistent with legal requirements.

Effective November 1, 2009, violations should be reported using the anonymous "Tip Line." This is an anonymous line through which a member of the Brenau community may leave a voice message (which will be transcribed into an email). The messages will be collected as they come in by the Director of Human Resources who will direct the concern to the appropriate person. The telephone number is 404-654-3124.