



Whistleblower_Protection_Policy

Policy Type	Human Resources
Status	Signed
Approval Date	@June 30, 2025

Policy Overview

Purpose Statement

This document establishes official policy for Healing Roots Outreach Collective to ensure compliance, governance, and operational excellence.

HROC Whistleblower Protection Policy

Adopted: July 30, 2025 • **Next Review:** July 2026

Applies to: Board, staff, volunteers, honorary agents, SPV personnel, and advisory advisors.

1. Purpose

Encourage internal reporting of misconduct—fraud, abuse, conflict of interest—without fear.

Protect organizational integrity.

Aligns with Form 990 questions and IRS/exempt-status governance best practices.

2. Scope

Applies to all persons serving or representing HROC in any capacity.

3. Protected Disclosures

Good-faith concerns about:

- Violations of laws, policies, or Codes (e.g. Conflict, Code of Conduct)
- Misuse of HROC funds or property
- Gross waste, abuse, or retaliation

4. Reporting Channels

- Report verbally or in writing to any Board member: Lilly Fedas or Brianna Bear
- Anonymous submission via Google form or institutional hotline (to be linked)
- Reports escalate to the Chair and Secretary unless they are implicated

5. Confidentiality

Reported information is kept securely; identities of reporters will be protected to the greatest extent possible without compromising investigation integrity.

6. Non-Retaliation

Good-faith whistleblowers are protected from retaliation. Retaliators may face termination or removal.



Compliance Requirement

This supports 990 Part VI-B compliance.

7. Investigation Procedure

▼ Investigation Steps

- Reports acknowledged within 72 hours

- Governance Committee (excluding implicated members) investigates within 30 days
- Interim steps may include administrative leave if necessary
- Written findings and corrective actions are communicated to involved parties

8. Compliance Officer

Lilly Fedas or her designee receives and logs all complaints; reports annually to the Board.

Governance Committee oversees follow-up.

9. Recordkeeping

Maintain written records securely for at least seven years (document retention retention policy).

Approvals & Signatures

Name	Position	Date
Jonathan Mallinger	Chair / Secretary	July 30, 2025
Lilly Fedas	Treasurer	July 30, 2025
Brianna Bear	Board Director	July 30, 2025

Jonathan Mallinger

Lilly Fedas

Brunna Ben

Organization Information

Healing Roots Outreach Collective

- **UBI Number:** 605 944 010
- **Mission:** Peer-led, Indigenous-informed mobile harm reduction services
- **Document Version:** Adopted July 30, 2025



This document has been formatted for professional presentation and organizational compliance.