






# 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.

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## HROC Whistleblower Protection Policy

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

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

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### 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).

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## Approvals & Signatures

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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*

*Brunno 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.