



Whistleblower Policy

Loyal Guardians Service Dogs Training (LGSDT) is committed to maintaining the highest standards of integrity, transparency, and accountability in all aspects of its operations.

The purpose of this Whistleblower Policy is to encourage board members, employees, volunteers, and program participants to report concerns about potential misconduct or unethical behavior without fear of retaliation.

1. Scope of Policy

This policy applies to all individuals involved with Loyal Guardians Service Dogs Training, including:

- board members
- employees
- volunteers
- contractors
- program participants

Anyone who becomes aware of potential misconduct is encouraged to report the concern.

2. Reportable Concerns

Examples of concerns that may be reported include:

- financial misconduct or fraud
- misuse of nonprofit funds or assets
- unethical or illegal behavior
- violations of organizational policies
- harassment or discrimination
- actions that could harm the reputation or mission of the organization

This policy is intended to promote accountability and ethical behavior.

3. Reporting Procedure

Individuals who wish to report a concern should submit the information to one of the following:

- the President/Founder
- a member of the Board of Directors
- the Chair of the Board (if applicable)

Reports may be made in writing or verbally and should include as much detail as possible about the concern.

4. Confidentiality

Loyal Guardians Service Dogs Training will make every effort to protect the confidentiality of individuals reporting concerns.

Information will only be shared with individuals who need the information to investigate or resolve the matter.

5. Protection From Retaliation

No individual who reports a concern in good faith will face retaliation, harassment, or adverse consequences for doing so.

Any act of retaliation against a whistleblower will be considered a serious violation of organizational policy and may result in disciplinary action.

6. Investigation of Reports

All reports of potential misconduct will be reviewed promptly and fairly.

The Board of Directors or designated leadership will determine the appropriate course of action and conduct any necessary investigation.

7. False Reports

While the organization encourages individuals to report concerns, knowingly making false or malicious accusations may result in disciplinary action.

Reports should always be made in good faith.

8. Policy Review

This policy may be reviewed periodically by the Board of Directors to ensure it continues to support transparency and ethical practices within Loyal Guardians Service Dogs Training.

Acknowledgment

I acknowledge that I have reviewed the Loyal Guardians Service Dogs Training Whistleblower Policy and understand the procedures for reporting concerns.

Name: _____

Position: _____

Signature: _____

Date: _____