



EAST MOUNTAIN FOOD PANTRY, INC.

1342 NM 333 • Suite B • Tijeras • NM • 87059-7351

www.EastMountainFoodPantry.org

East Mountain Food Pantry Whistleblower Policy

Board resolution: Effective 14 October 2023, the Board of Directors of the East Mountain Food Pantry (EMFP) approves providing the following statement to Members/Directors/Officers/Employees/Volunteers (collectively “Associates”), and directs the Secretary to ensure that it is posted on EMFP website and given to and acknowledged by all Members/Directors/Officers/Employees. In addition, the Secretary will ensure that whistleblower protection notification is posted in the workplace.

Notes: This Whistleblower Policy encourages reporting of law violations as well as prohibiting retaliation.

Policy: If any Associate reasonably believes that some policy, practice, or activity of EMFP is in violation of law, a written complaint may be filed by that person with the President or Secretary and/or the Board of Directors (collectively “Officials”).

It is the intent of EMFP to adhere to all laws and regulations that apply to the organization, and the underlying purpose of this Policy is to support the organization's goal of legal compliance. The support of all Associates is necessary to achieving compliance with various laws and regulations. An Associate is protected from retaliation only if the Associate provides a written allegation of the unlawful activity, policy, or practice to the attention of the Officials and provides the Officials with a reasonable opportunity to investigate and correct the alleged unlawful activity. The protection described below is only available to Associates that comply with this requirement.

EMFP will not retaliate against an Associate who, in good faith, has made a written protest or raised a written complaint against some practice of EMFP, or of another individual or entity with whom EMFP had a business relationship, on the basis of a reasonable belief that the practice is in violation of law or a clear mandate of public policy.

EMFP will not retaliate against an Associate who discloses written allegations to the Officials any activity, policy, or practice of EMFP that the Associate reasonably believes is in violation of a law, or a rule, or regulation mandated pursuant to law or is in violation of a clear mandate or public policy concerning health, safety, welfare, or protection of the environment.

My signature below indicates my receipt and understanding of this Policy. I also verify that I have been provided with an opportunity to ask questions about the Policy.

Associate Signature

Name

Date