

## Whistleblower Policy

The Umatilla County Special Library District (UCSLD) is committed to lawful and ethical behavior in all of its activities and requires its employees, volunteers, and contractors to conduct themselves in a manner that complies with all applicable laws and regulations. This policy is based on ORS 659A.199 to 659A.224, Whistleblower Law.

The UCSLD encourages any employee with knowledge of or concern of an illegal or dishonest fraudulent UCSLD activity to report it to the District Director or designee. The employee may also provide the information to a District Board member, a state or federal regulatory agency, a law enforcement agency or an attorney licensed to practice law in Oregon if a confidential communication is made in connection with the alleged violation. Attorneys employed by the UCSLD may report violations of law to the Attorney General, subject to rules of professional conduct. All such issues will be investigated in a timely manner to determine fault and institute any appropriate corrective measures.

Examples of illegal or dishonest activities are violations of federal, state, or local laws; billing for services not performed or for goods not delivered; and other fraudulent financial reporting. For any employee wishing more information, further details can be obtained from the District Director.

The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing may be subject to corrective action up to and including termination.

Whistleblower protections are provided to maintain confidentiality and to prevent retaliation. While identity may have to be disclosed to conduct a thorough investigation, to comply with the law, and to provide accused individuals their due course, the privacy of the individual making the report will be protected as much as possible. The UCSLD will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblower who believes they are being retaliated against must contact the District Director or designee immediately. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

All reports of illegal and dishonest activities will be promptly submitted to the District Director or designee who is responsible for investigating and coordinating corrective action.

Umatilla County Special Library District  
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