

**THE OHIO ASSOCIATION OF GERONTOLOGY AND EDUCATION, INC.
(OAGE)**

**REPORTING OF A VIOLATION OF CODE OF ETHICS AND POLICIES
("WHISTLEBLOWER POLICY")¹**

POLICY

It is the policy of the Ohio Association of Gerontology and Education (OAGE) to maintain a Whistleblower Policy to encourage members to come forward with information of improprieties without fear of retribution.

PURPOSE

The purpose of the Violation of Code of Ethics and Policies (Whistleblower Policy) is to provide all members and staff with guidelines for the reporting of unethical or illegal behavior by OAGE Board of Trustee members, members, vendors, professional service providers, or affiliated organizations.

PROCEDURE

The Ohio Association of Gerontology and Education, Inc. is committed to lawful and ethical behavior in all of its activities and requires its board members, committee members and members ("OAGE member") to conduct themselves in a manner that complies with all applicable laws and regulations. At any time an OAGE member has a concern regarding the propriety or legality of any action contemplated to be taken or that has been taken by the OAGE or any other OAGE member, or believes that an action needs to be taken for the OAGE to be in compliance with law or appropriate ethical standards, the OAGE member should promptly advise the President or the Vice President. The President or the Vice President will share any finance-related reports with the Chair of OAGE's Finance Committee.

If management is unresponsive, if the complainant believes the President or Vice President will be unresponsive, or if management is itself the subject of the concern, the OAGE member should contact the Chair of the OAGE Finance Committee to report his or her concerns. Every effort will be made to investigate a report by an OAGE member as discreetly as possible. Because of the need to investigate the report, correct a problem, or prevent future problems, the OAGE cannot, however, promise complete confidentiality.

No OAGE member will be discharged, threatened, or discriminated against in any manner for reporting in good faith what he or she perceives to be wrongdoing, violations of law, or unethical conduct.

¹Adapted from the Donors Forum. Retrieved on December 26, 2008 from:
http://www.donorsforum.org/forms_pdf/Whistleblower_Policy.pdf