

SOUTHBURY YOUTH BASEBALL, INC.

Policy Title: **Whistleblower Policy**

Policy: Southbury Youth Baseball, Inc. (hereinafter “SYB”) requires directors, officers and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As volunteers and representatives of SYB, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Effective Date: **January 1, 2010**

Reporting Responsibility

It is the responsibility of all directors, officers and volunteers to report ethics violations or suspected violations in accordance with this Whistleblower Policy.

No Retaliation

No director, officer or volunteer who in good faith reports an ethics violation shall suffer harassment, retaliation or adverse employment consequence. Anyone who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including removal from the Southbury Youth Baseball Board and/or coaching position. This Whistleblower Policy is intended to encourage and enable volunteers and others to raise serious concerns within SYB, prior to seeking resolution outside.

Reporting Violations

SYB has an open door policy and suggests that directors, officers and volunteers share their questions, concerns, suggestions or complaints with someone who can address them properly. In most cases, the President of the League is in best position to address an area of concern. However, if you are not comfortable speaking with such person or you are not satisfied with such person’s response, you are encouraged to speak with the President. League Presidents are required to report suspected ethics violations to the President who has specific and exclusive responsibility to investigate all reported violations. For suspected fraud, or when you are not satisfied or uncomfortable with following SYB open door policy, individuals should contact the President directly.

Compliance Officer

The President is responsible for investigating and resolving all reported complaints and allegations concerning violations, the President has direct access to the auditing firm and Board of Directors and is required to report at least annually on compliance activity.

Accounting and Auditing Matters

The auditing firm and the Board of Directors shall address all reported concerns or complaints regarding corporate accounting practices, internal controls or auditing. The Compliance Officer shall immediately notify the auditing firm and Board of Directors of any such complaint work with them until the matter is resolved.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

The Compliance Officer will notify the sender and acknowledge receipt of the reported violation or suspected violation within five business days. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

Compliance Officer:

Board Approved