



**BARRY AND FLORENCE  
FRIEDBERG**  
JEWISH COMMUNITY CENTER

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[www.friedbergjcc.org](http://www.friedbergjcc.org)

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**Whistleblower Policy**

In order to further encourage responsible governance of the agency, the Barry and Florence Friedberg Jewish Community Center, Inc. (DBA: Friedberg JCC), has implemented the following procedure for employees who reasonably believe a policy, practice or activity of the Friedberg JCC is in violation of a law, rule, regulation or clear mandate of public policy, including but not limited to, those activities relating to the financial practices of the agency.

If any employee reasonably believes a policy, practice, or activity of the Friedberg JCC is in violation of a federal, state or local law, rule, regulation, or a clear mandate of public policy, the Friedberg JCC strongly encourages the employee to forward such concerns to the employee's immediate supervisor. If the matter is not resolved as a result of those discussions or if the employee does not feel comfortable discussing the issue with his/her immediate supervisor, the employee should contact his/her Department Head. If the matter is not resolved as a result of those discussions or if the employee does not feel comfortable discussing the issue with the employee's Department Head, the employee should contact the Chief Operating Officer. If the matter is not resolved as a result of those discussions or if the employee does not feel comfortable discussing the issue with the Chief Operating Officer, the employee should contact the Executive Director. If the matter is not resolved as a result of those discussions or if the employee does not feel comfortable discussing the issue with the Executive Director, the employee should contact the Board Chair.

When appropriate, the Friedberg JCC will investigate any reported matter and take appropriate corrective action. The Friedberg JCC is committed to protecting responsible employees, who report violations, from reprisals or retaliation. An employee who participates in or conceals a violation may be subject to disciplinary action, up to and including possible termination of employment.

The Friedberg JCC encourages all employees utilizing any avenue of this whistleblower procedure to provide sufficient details to permit the Friedberg JCC to investigate the employee's concerns. While not required, the Friedberg JCC strongly encourages the report of any such matter to be in writing to assist in its investigation.