

CONDUCT POLICY (WHISTLE BLOWER POLICY)

INTRODUCTION

It is the goal of Alpine Yukon to maintain the highest standard of openness, honesty and accountability for all stakeholders of the organization. Therefore, any person who is an employee or member, who has concerns about any aspect of our organization, needs to feel comfortable in coming forward to voice those concerns.

This policy document is designed to encourage and enable those who have serious concerns regarding our organization's conduct to raise those concerns in a setting free of the threat of victimization, subsequent discrimination or disadvantage.

All stakeholders may be assured that concerns will be dealt with expeditiously, in a confidential and timely manner.

BACKGROUND

The policy is designed to bring forward real concerns about wrongdoing to enable Alpine Yukon to take action on the information in a fair, open and confidential way without recrimination.

Wrongdoing involves unlawful or illegal behavior and can include, but is not limited to:

- Unlawful acts
- Unprofessional conduct
- Questionable accounting or auditing practices
- Dangerous practices likely to cause physical harm
- Abuse of power or authority
- alleged discrimination or harassment

Any coach, volunteer, official, member or athlete who makes a disclosure or raises a concern under this policy will be protected, assuming:

- The information is disclosed in good faith
- Said person believes it to be substantially true
- None of the allegations are found to be malicious or false
- One is not seeking personal or financial gain

Alpine Yukon will consider the making of a deliberately false allegation as a serious disciplinary offence.

Anyone with a serious complaint or concern should report it to the President of Alpine Yukon. If one is of the view that it would be more appropriate under the circumstances to take the complaint to higher levels, either due to the nature of the complaint, or if earlier reports have not been acted upon, one should contact Sport Yukon.



The seriousness or complexity of a complaint will have a bearing on the amount of time required to resolve the issue. Nevertheless, within ten business days of a concern being raised, you will receive a written acknowledgement of the receipt of the complaint along with:

- A summary of initial inquiries
- A proposal on how to deal with the matter
- An estimate of the time required

In addressing these matters, every effort will be made to minimize any difficulties the complainant may experience, and Alpine Yukon will not tolerate an attempt to apply any sanction or detriment to those who bring forward legitimate concerns regarding any wrongdoing. Confidentiality and anonymity will be respected when requested.