

Whistleblower Protection Policy for FPC Waco

A Whistleblower Protection Policy is to protect the Church from financial, accounting, legal or ethical irregularities or wrongdoing.

Reporting Responsibility: It is the responsibility of all officials of the Church to report and others are encouraged to report financial and ethical irregularities, misconduct, fraud, misrepresentation, or other serious concerns that may constitute unethical or illegal conduct. Any person who raises a good-faith concern is to be protected from any form of retaliation by the Church. “Good faith” means a reasonably held belief that the concern reported is true and was not made for personal gain or for any ulterior malicious motive. Malicious allegations may themselves result in disciplinary action.

Retaliation Prohibited: No one who in good faith reports an ethical or legal concern shall be subjected to harassment, retaliation, or any adverse consequence. Any officer or employee who retaliates against the reporting party is subject to discipline up to and including termination.

Reporting Process: Concerns shall be set forth in writing and delivered to the Chair of the Administration Committee who will immediately inform the Pastor, unless the complaint or concern involves the Pastor. If the complaint or concern involves the Chair of the Administration Committee, the recipient will inform the Pastor. If it involves both, the Stated Clerk of Session should receive the complaint and may exercise authority outlined in this section.

Informants are encouraged to put their names to allegations to facilitate appropriate follow-up questions and investigation. However, suspected irregularities or violations may be submitted on a confidential basis or anonymously.

Suspending Document Destruction: Consistent with the Record Retention Policy, document destruction shall be suspended immediately, until conclusion of the investigation. Relevant records shall be retained records a period of seven years.

Investigation: Together, the Chair of Admin and the Pastor, shall designate an investigator who may enlist others, as appropriate, to conduct any investigation. An investigation will proceed with due diligence and all reasonable speed in order that it may be concluded without undue delay. Reasonable efforts will be taken to protect the confidentiality and anonymity of the complainant.

Confidentiality: Reports of irregularities or violations or suspected misconduct will be kept confidential to the extent possible, consistent with the need to conduct the investigation. Appropriate corrective action will be taken if warranted by the investigation.