



AMERICAN SOCIETY OF NEUROIMAGING WHISTLEBLOWER POLICY

PURPOSE AND OBJECTIVE

The American Society of Neuroimaging (ASN) is committed to the highest standards of ethical, legal, and professional conduct. This Whistleblower Policy is established to encourage and enable directors, officers, employees, volunteers, members, and other stakeholders to raise serious concerns internally so that ASN can address and correct inappropriate conduct and actions before they escalate. ASN strictly prohibits any form of retaliation against individuals who, in good faith, report suspected misconduct.

This policy applies to all ASN directors, officers, employees, volunteers, committee members, contractors, and any other individuals associated with ASN who have a reasonable belief that a violation has occurred or is occurring.

REVIEW

This policy will be reviewed at least every two (2) years by the ASN Board of Directors or more frequently as circumstances require. Amendments to this policy must be approved by the Board of Directors.

DEFINITION OF WHISTLEBLOWING

Whistleblowing refers to the act of reporting, in good faith, any concern about suspected or actual wrongdoing within ASN, including but not limited to:

- Fraud, theft, or misappropriation of ASN funds or assets
- Financial misreporting or accounting irregularities
- Violations of federal, state, or local laws or regulations
- Violations of ASN bylaws, policies, or ethical standards
- Conflicts of interest that are not properly disclosed
- Abuse of authority or position
- Endangerment of health or safety
- Research misconduct or scientific fraud
- Harassment, discrimination, or other workplace misconduct
- Any other serious breach of professional or ethical obligations

REPORTING PROCEDURES

How to Report

Any individual who has a good faith concern about suspected misconduct should report it using one of the following methods:

- In writing to the ASN Executive Director

- In writing to the Chair of the ASN Board of Directors
- Via the designated confidential reporting email: ethics@asnweb.org
- Via a confidential hotline or anonymous reporting mechanism as established by ASN

Anonymous Reporting

Individuals may report concerns anonymously. However, anonymous reports may be more difficult to investigate. ASN will make every effort to investigate all reported concerns, regardless of whether the reporter's identity is known.

Reports Involving Senior Leadership

If the concern involves the Executive Director or a senior officer, the report should be directed to the Chair of the Board of Directors or the Chair of the Audit/Ethics Committee, bypassing normal reporting channels.

Investigation Process

Upon receipt of a whistleblower complaint, ASN will:

- Acknowledge receipt of the complaint (if the reporter is identified) within five (5) business days
- Assign a designated investigator or committee to review the complaint
- Conduct a prompt, thorough, and impartial investigation
- Maintain confidentiality to the greatest extent possible throughout the process
- Document all findings and corrective actions taken

The investigation will be completed in a timely manner, generally within sixty (60) days of receipt of the complaint, unless circumstances require additional time.

The reporter (if identified) will be informed of the outcome of the investigation to the extent permissible by law and consistent with ASN's confidentiality obligations.

Confidentiality

ASN will protect the confidentiality of whistleblowers to the fullest extent possible, consistent with the need to conduct an adequate investigation. Information related to a complaint will be disclosed only on a need-to-know basis. Breach of confidentiality by ASN staff or leadership will be treated as a serious disciplinary matter.

Non-Retaliation

ASN strictly prohibits retaliation against any individual who:

- Reports a concern in good faith under this policy
- Participates in an investigation related to a reported concern
- Refuses to participate in or remain silent about suspected misconduct

Retaliation includes, but is not limited to termination, demotion, suspension, harassment, discrimination, intimidation, or any other adverse action taken against a reporter.

Any individual found to have engaged in retaliation will be subject to disciplinary action, up to and including termination of employment, removal from office, or revocation of membership.

Good Faith Requirement

This policy applies only to reports made in good faith. A report is considered made in good faith when the reporter has a reasonable belief that the information provided is true. Individuals who knowingly make false or malicious accusations will be subject to disciplinary action. Good faith does not require the reporter to have proof of wrongdoing — only a sincere, reasonable belief.

Responsibilities

- Board of Directors: Overall accountability for this policy; responsible for investigating complaints involving senior leadership.
- Executive Director: Responsible for implementing this policy and ensuring appropriate reporting mechanisms are in place.
- Audit/Ethics Committee: Responsible for overseeing complaint investigations and reporting outcomes to the Board.
- All Staff and Members: Responsible for reporting concerns in good faith and cooperating with investigations.

RECORD KEEPING

All complaints and related documentation, including investigation findings and corrective actions, will be maintained in secure, confidential files for a minimum of seven (7) years in accordance with ASN's document retention policy.

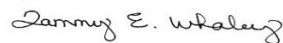
CONTACT INFORMATION

American Society of Neuroimaging
Executive Director / Ethics Officer
761 Palmetto Street, Spartanburg, SC 29302
Email: info@asnweb.org Website: www.asnweb.org

This policy is adopted by the Board of Directors of the American Society of Neuroimaging and is effective as of June 17, 2026.



Chair, Board of Directors
American Society of Neuroimaging
Date: 06/17/2026



Executive Director
American Society of Neuroimaging
Date: 06/17/2026

FOR OFFICE USE ONLY

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