



Title: **FINANCIAL WHISTLEBLOWER POLICY**

Adopted: November 3, 2009

Reviewed: October, 2013

Revised: June 2017

Related Documents: Procedure BF - #2

POLICY:

It is the policy of the Bloorview School Authority that business practices be conducted in a transparent and accountable manner.

Furthermore, it is the policy that the Bloorview School Authority shall protect from admonishment, discipline or retaliatory action any employee who in good faith reports a Financial Reporting Whistleblower concern in accordance with the methods described in Procedure BF #2

GUIDING PRINCIPLE

Employees have a responsibility to report concerns about the integrity of financial practices and reporting

GUIDELINES

1. Employees have a responsibility to report
 - a) Accounting and auditing concerns, such as:
 - falsification or destruction of business or financial records;
 - misrepresentation or suppression of financial information;
 - lack of adherence to (or management override of) internal financial reporting policy/controls; and
 - Auditor independence concerns.
 - b) Suspected fraudulent activity, such as:
 - defalcation; and
 - unlawful or improper payments.

- 2) No Retaliation or Retribution, such as statements, conduct or actions involving discharging, demoting, suspending, harassing or discriminating against an employee shall occur as a result of an employee reporting a concern in good faith in accordance with this Policy.
- 3) This protection does not extend to employees who make frivolous or malicious complaints in the opinion of the Director or Chair of Finance and Audit.