

ADOPTED: FEBRUARY 21, 2017

REVISED:

PURPOSE

To provide and reporting procedures should a Jefferson Fire District employee become aware of improper government action in accordance with Oregon Revised Statute 659A.200 to 659A.224.

- A. The Jefferson Fire District encourages any employee with knowledge of/or concern of an illegal, dishonest or fraudulent fire district activity to report it to their supervisor or Fire Chief or designee. The Jefferson Fire District has an open door policy and suggests that employees share their questions, suggestions or complaints with their supervisor. The employee may also provide information to a state or federal regulatory agency, a law enforcement agency or an attorney licensed to practice law in Oregon. All such issues will be investigated in a timely manner to determine fault and institute any appropriate corrective measures.
- B. Whistleblower protections are provided to maintain confidentiality and to prevent retaliation. It is contrary to the values the Jefferson Fire District for anyone to retaliate against any board member, officer, employee or volunteer who in good faith reports an ethics violation or a suspected violation of law, such as a complaint of discrimination, suspected fraud or suspected violation of any regulation governing the Fire District. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to including termination of employment. An employee must use sound judgement to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing may be subject to corrective action up to and including termination.
- C. Whistleblower protections are provided to maintain confidentiality and to prevent retaliation. While identity may have to be disclosed to conduct a thorough investigation, to comply with the law, and to provide accused individuals their due course, the privacy of the individual making the report will be protected as much as possible. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.
- D. All reports of illegal, unethical or dishonest must be promptly submitted in writing to the Fire Chief or their designee who is responsible for investigation and resolution. The Fire Chief will advise the Board of Directors of all complaints and their corrective actions.