



Whistleblower Policy

General

The Florida Youth Soccer Association Code of Ethics and Conduct ('Code') requires directors, officers, and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As representatives of FYSA, directors, officers and employees must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility

It is the responsibility of all directors, officers and employees to comply with the code and to report violations or suspected violations in accordance with the Whistleblower Policy.

No Retaliation

No director, officer or employee who in good faith reports a violation of the code shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within FYSA prior to seeking resolution outside FYSA.

Reporting Violations

This policy addresses FYSA open door policy and suggest that employees share their questions, concerns and suggestions or complaints in writing with someone who can address them properly. In most cases, FYSA Director of Operations is in the best position to address an area of concern. However, if you are not comfortable speaking with the Director of operations or you are not satisfied with Director of Operations response, you are encouraged to speak with either the FYSA Secretary or the FYSA President. All individuals receiving a written concern or complaint are required to report suspected violations of the Code of Conduct to the FYSA Secretary, who has specific and exclusive responsibility to investigated all reported violations. For suspected fraud, or when you are not satisfied or uncomfortable with following FYSA's open door policy, individuals should contact the FYSA's Secretary directly.

FYSA Secretary

FYSA's Secretary is responsible for investigating and resolving all reported complaints and allegations concerning violations of the Code and, at his discretion, shall advise the FYSA president and/or Director of Operations. The Secretary has direct access to the board of directors and is required to report at least annually on compliance activity. The FYSA Secretary shall serve as the FYSA's Compliance Officer.

Accounting and Auditing Matters

FYSA's Treasurer shall address all reported concerns or complaints regarding corporate accounting practices, internal controls or auditing. The Treasurer shall immediately notify the President of any such complaint and work with the Director of Operations and appropriate staff.

Acting in Good Faith

Anyone filing a complaint filing a violation or suspected violation of the code must be acting in good faith and have reasonable grounds for believing the information disclose indicates a violation of the Code. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be view as a serious disciplinary offense.

Handling of Reported Violations

The Secretary will notify the sender and acknowledge receipt of the reported violation or suspected violation within five business days. All report will be promptly investigated and appropriate corrective action would be taken if warranted by the investigation.

Policy Approved by the Florida Youth Soccer Association Board of Directors

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