



California State Council

POLICY AND PROCEDURE

Title: Whistleblower Protection	Number:
Cross Reference:	
Approved by: California ENA Board of Directors	Origination Date: 05/2014
Review Date(s):	Approval Date: 01/12/2017
	Revision Date: 08/01/2016

I. POLICY PURPOSE:

To protect a member who reports an activity viewed as unlawful or unethical from retaliatory action and to offer a member a mechanism to report such activity; and to ensure that California State Council, Emergency Nurses Association (Cal ENA), is as compliant as possible to the criminal whistleblower provisions of Sarbanes-Oxley Act of 2002.

II. POLICY BACKGROUND:

Cal ENA will lawfully conduct business as a 501(c)3 corporation in the State of California. If any member raises concerns about illegal or unethical business activity, that member will be protected from retaliation under this policy.

III. PROTOCOL:

1. Cal ENA will not take retaliatory action against any member who reports an activity suspected to be in violation of state or federal law, questionable corporate accounting practices, internal controls or audit matters (collectively, “protected disclosure”) or who has refused to obey an illegal or unethical request.
2. A member with knowledge of a concern relative to activity suspected to be illegal, dishonest, fraudulent and/or unethical should communicate these concerns by contacting a member of the Board of Directors. Protected disclosures may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violation will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation and pursue necessary legal or disciplinary action.
3. The Cal ENA President will deliver immediately an accurate and complete report of illegal or dishonest activity to appropriate national ENA leadership or legal counsel. It will then be determined who is responsible for investigating and coordinating corrective action.
4. The whistleblower is protected from retaliation based on reporting activity in accordance with this procedure.
5. The whistleblower has a right to protection against retaliation for reporting activity in accordance with this procedure. However, there is no immunity from any personal wrongdoing that is alleged or investigated.