

**MORA-SAN MIGUEL ELECTRIC COOPERATIVE  
WHISTLEBLOWER POLICY  
BOARD POLICY NO. 216**

**General**

As employees and representatives of Mora-San Miguel Electric Cooperative (MSMEC), we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

**Reporting Responsibility**

It is the responsibility of all officers and employees to comply with all applicable local, state and federal laws and regulations (the "law") and to report violations or suspected violations in accordance with this policy.

**No Retaliation**

No officer or employee who reports in good faith a violation of law 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 policy is intended to encourage and enable employees and others to raise serious concerns within MSMEC prior to seeking resolution outside MSMEC.

**Reporting Violations**

MSMEC encourages employees share their questions, concerns, suggestions or complaints with someone who can address them properly. In most cases, an employee's supervisor is in the best position to address an area of concern. However, if an employee is not comfortable speaking with his or her supervisor, or the employee is not satisfied with the supervisor's response, the employee is encouraged to speak first with the General Manager and then with the Chair of the Board of Trustees.

**Handling of Reported Violations**

All reports will be promptly investigated and appropriate corrective action will be taken as warranted by the investigation. The employee who made the complaint or the report will be informed of any action within two weeks after the General Manager or Chair has received the complaint or report. The Board of Trustees will be informed of any complaints or reports made in accordance with this policy.

**Acting in Good Faith**

Employees who make a complaint or report of a violation or suspected violation of law must act in good faith and have reasonable grounds for believing the information disclosed indicates a violation of law. Any allegation that proves not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious offense which may require disciplinary action.

The Board shall be responsible for the enforcement of this Policy.

Approved: January 27, 2011

  
Board Secretary