

Whistleblower Policy

Statement of Policy

The Urban Refuge Church (the “Church”) is committed to biblical standards of moral and legal conduct. Consistent with this commitment, this policy aims to provide avenues for employees or volunteers to report suspected illegal activity, dishonesty, fraud, or other misconduct by anyone in this organization and to provide assurance that whistleblowers will be protected from retaliation for reporting.

Reporting Procedure

Any person (“whistleblower”) who has a concern relating to suspected illegal activity, dishonesty, fraud, or other misconduct is encouraged to report the issue to the Executive Ministry Director or, if the whistleblower does not feel comfortable reporting to the Executive Ministry Director, to the Lead Pastor, any member of the Board of Trustees, or to any governmental body or law enforcement official. An investigation will be conducted to determine the legitimacy of the accusations and will be dealt with accordingly. If the report involves a potential or suspected crime against a minor, such as physical or sexual child abuse, molestation, or neglect, or any other illegal activity that necessitates reporting to an outside governing body, the whistleblower must immediately report the issue to his/her supervisor and to law enforcement or the appropriate state agency responsible for receiving such reports.

A whistleblower must be acting in good faith and have reasonable grounds for believing the information disclosed indicates illegal activity, dishonesty, fraud, or other misconduct. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly false will be viewed as a serious disciplinary offense and will be handled according to the Church’s employment policies.

Confidentiality

The identity of the whistleblower will remain confidential to the extent required by law.

No Retaliation

No supervisor/manager may take any retaliatory personnel action against an employee for reporting internally or to a government body in good faith, for refusing to engage in any criminal or unlawful activity, or for engaging in other protected activity. Any potential disciplinary matters involving the employee will be handled according to the Church’s employment policies.

The Church reserves the right to modify or amend this policy at any time as it may deem necessary.

This policy was approved by the Board of Trustees on July 13, 2023.