

WHISTLEBLOWER POLICY

The International Dyslexia Association, Inc. (“IDA”) is committed to operating ethically, transparently, and in compliance with all applicable laws and regulations. IDA prohibits misconduct and requires prompt reporting of suspected wrongdoing. This policy provides a process for raising concerns and protects individuals who do so in good faith.

Scope

This policy applies to all individuals associated with IDA, including:

- Employees
- Board Members
- Officers
- Volunteers
- Contractors and Consultants

(collectively, “Covered Persons”).

This policy applies to any matter which is related to IDA business and does not relate to private acts of an individual not connected to the business of the organization.

Standards of Conduct and Duty to Report

Covered Persons must conduct IDA business honestly and in accordance with all laws, regulations, and organizational policies.

Covered Persons are **prohibited from engaging in misconduct** and are **responsible for promptly reporting** any reasonable belief of:

- Violations of law or regulation
- Fraud, theft, or financial misconduct
- Accounting or auditing irregularities
- Misuse of IDA assets
- Undisclosed conflicts of interest
- Harassment, discrimination, or retaliation
- Serious violations of IDA policies or ethical standards

Reports must be made in good faith and do not require absolute proof—only reasonable belief that wrongdoing may have occurred.

Reporting

Concerns should be reported promptly through any of the following channels:

- Executive Director / CEO
- Board President or Chair
- Audit or Governance COmmittee Chair (if applicable)
- Human Resources (for employee-related matters)

If the concern involves the Executive Director/CEO, reports must be made directly to the Board President or Governance Committee.

Reports may also be made to appropriate governmental authorities.

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Confidentiality

IDA will make reasonable efforts to protect confidentiality, consistent with conducting an adequate review and investigation. Anonymous reports will be accepted where feasible.

Investigation

All reports will be reviewed promptly and investigated objectively. Appropriate corrective action will be taken when warranted, up to and including disciplinary action, termination, removal from service, or referral to legal authorities.

Non-Retaliation

IDA strictly prohibits retaliation against any Covered Person who, in good faith:

- Reports a concern
- Participates in an investigation
- Exercises rights under applicable law

Retaliation includes termination, demotion, harassment, intimidation, or any adverse action. Individuals who engage in retaliation will be subject to disciplinary action, up to and including termination or removal from service.

False Reports

Knowingly false or malicious reports may result in disciplinary action. Good-faith reports remain protected even if substantiated.

Administration

This policy will be reviewed periodically to ensure alignment with legal and governance best practices.