
Oregon Council of Teachers of English (OCTE) Whistleblower Policy

Adopted by OCTE June 30, 2009; Revised June 22, 2014

POLICY: This Whistleblower Policy of the Oregon Council of Teachers of English": (1) encourages staff or volunteers to come forward with credible information on illegal practices or serious violations of adopted policies of the Oregon Council of Teachers of English (2) specifies that the Oregon Council of Teachers of English will protect the person(s) from retaliation; and (3) identifies where such information can be reported.

PROCEDURES:

1. **Encouragement of reporting.** The Oregon Council of Teachers of English encourages complaints, reports or inquiries about illegal practices or serious violations of OCTE's policies, including illegal or improper conduct by the Oregon Council of Teachers of English itself, by its leadership, or by others on its behalf. Appropriate subjects to raise under this policy would include financial improprieties, accounting or audit matters, ethical violations, or other similar illegal or improper practices or policies.

2. **Protection from retaliation.** The Oregon Council of Teachers of English prohibits retaliation by or on behalf of the Oregon Council of Teachers of English against staff or volunteers for making good faith complaints, reports or inquiries under this policy or for participating in a review or investigation under this policy. This protection extends to those whose allegations are made in good faith but prove to be mistaken. The Oregon Council of Teachers of English reserves the right to discipline persons who make bad faith, knowingly false, or vexatious complaints, reports or inquiries or who otherwise abuse this policy.

3. **Where to report.** Complaints, reports or inquiries may be made under this policy on a confidential or anonymous basis. They should describe in detail the specific facts demonstrating the bases for the complaints, reports or inquiries. They should be directed to the President of the Affiliate and to the Executive Secretary and/or Treasurer; if both of those persons are implicated in the complaint, report or inquiry, the documents should be directed to the Affiliate's Vice President/President Elect. The Oregon Council of Teachers of English will conduct a prompt, discreet, and objective review or investigation. Staff or volunteers must recognize that the Oregon Council of Teachers of English may be unable to fully evaluate a vague or general complaint, report or inquiry that is made anonymously.