

Non-Retaliation and Whistleblower Policy

Purpose

To reinforce Timberland Regional Library's (TRL) position on retaliation and whistleblower protections.

Scope

This policy applies to the employees of TRL.

Definitions

Retaliation occurs when an employer (through a manager, supervisor, administrator, or stakeholders at any level of the organization) fires an employee or takes any other type of adverse action against an employee for engaging in protected activity.

Policy

It is the policy of TRL to comply with all applicable laws that protect employees against unlawful retaliation as a result of their lawfully reporting information regarding alleged misconduct by any employee of the TRL.

The employees of TRL shall not intimidate, threaten, coerce, discriminate against, or take any retaliatory action against an employee who discloses information and has a good-faith, reasonable belief that the information demonstrates a violation of a federal or state law, or a TRL policy or procedure.

Employees are encouraged to report any violations of this policy to Human Resources or another trusted TRL manager. The confidentiality of the reporting party (and any witnesses) will be protected as far as reasonable procedures allow. Reports of retaliation, regardless of the positions of those involved, shall be thoroughly investigated. Any employee found to be engaged in retaliation shall be subject to the process of disciplinary action, up to and including termination.

References

Retaliation Investigation Procedure

Citations

42 U.S.C. 2000e-3(a) (Title VII).

29 U.S.C. 623(d) (ADEA).

42 U.S.C. 12203(a) and (b) (ADA).

29 U.S.C. 215(a)(3) (FLSA).

TRL Standards of Conduct

TRL Anti-Discrimination and Harassment Policy 041

RCW 49.60.210 (Whistleblower Protection).

Review Date: 07/01/2034

Policy Number: 056

By the enactment of this policy the Board of Trustees of Timberland Regional Library is concurrently rescinding any prior policy or procedure within TRL that is either in conflict with or expansive of the matters addressed in this policy.