



Whistle Blowing Report Form

Altamont Free Library is committed to upholding the highest standards of ethical, moral and legal business conduct, and transparency through open communication. Accordingly, all trustees, officers, employees and volunteers are required to comply with applicable federal, state and local laws, including those concerning accounting and auditing, and must faithfully implement and adhere to Altamont Free Library's own policies in conducting their duties and responsibilities. This form may be used by any trustees, officers, employees or volunteers to report any known or suspected conduct contrary to these standards without fear of intimidation, harassment, discrimination or retaliation. The AFL Whistleblower Policy applies to any matter which is related to library operations and does not relate to private acts of an individual not connected to the business of the Library.

Instructions: You may submit this report to the Library Director or any member of the Executive Board (President, Vice-President, Treasurer or Secretary). In accordance with the AFL Whistleblower Policy, the person filing this report must provide their name, but the identity of the person filing this report will be kept confidential to the greatest extent possible during the investigation of the alleged violation. No retaliation may be made against any persons who file whistleblower reports in good faith.

Date: _____

Person reporting the known or suspected violation:

Name: _____

Job Title/Role: _____

Email Address: _____

Person or Organization responsible for the known or suspected violation:

Name: _____

Job Title/Role: _____

Email Address: _____

Please use the back of this form or additional sheets to describe the alleged wrongful conduct. Include specific facts and any documentation you have, as well as the names of any individual at the Altamont Free Library with whom you have discussed your concerns.