

## **Reports of Suspected Improper Activities–Whistle Blower**

The college has provided mechanisms for reporting various types of improper behavior. In order to assure adherence to the college's policies regarding honorable behavior in financial matters specifically, the college now provides several mechanisms to assist and encourage employees to come forward in good faith with reports or concerns about suspected violations of college policy. Employees may report suspected non-compliance issues without fear of reprisal or retaliation.

Any employee with a question about the propriety of any practice under college financial policies and procedures should seek guidance from his/her supervisor or the college official who has responsibility for overseeing compliance with the particular policy or procedure.

Any employee who becomes aware of a material violation of college financial policies should report that violation regardless of whether the employee is personally involved in the matter. That employee may request that such a report be handled as confidentially as possible under the circumstances, and the college will handle such reports with discretion and regard for the privacy of the reporting individual.

Any complaint regarding financial misconduct or inappropriate expenditure(s) of funds or any claim regarding questionable internal controls, accounting practices or auditing matters should be directed to the Vice President for Business and Finance or the President. Any employee with such a claim, who wishes to remain anonymous, may leave an anonymous message via telephone or web for the Chair of the Trustee Audit Subcommittee or the Chair of the Board of Trustees of Davidson College. Those anonymous reports can be made by telephone by dialing **704-894-1995** or accessing the website at: <http://whistleblower.davidson.edu/>. Please sure to give as complete and detailed information as possible in order to assure appropriate follow-up to the complaint. Please understand as well that such action should be taken with great seriousness and concern about the consequences.