

Town of Hempstead Local Development Corporation

Whistleblower Policy and Procedures/Code of Conduct

Purpose

It is the policy of this Town of Hempstead Local Development Corporation to afford certain protections to individuals who in good faith report violations of the Town of Hempstead Local Development Corporation's Code of Ethics or other instances of potential wrongdoing within the Town of Hempstead Local Development Corporation. The Whistleblower Policy and Procedures/Code of Conduct set forth below are intended to encourage and enable employees to raise concerns in good faith within the Town of Hempstead Local Development Corporation and without fear of retaliation or adverse employment action.

Reporting Wrongdoing

All Town of Hempstead Local Development Corporation Employees who discover or have knowledge of potential wrongdoing concerning board members, officers, or employees; or a person having business dealings with this Town of Hempstead Local Development Corporation; or concerning the Town of Hempstead Local Development Corporation itself, shall report such activity in accordance with the following procedures:

- a) The Town of Hempstead Local Development Corporation Employee shall disclose any information concerning wrongdoing either orally or in a written report to his or her supervisor, or to the Town of Hempstead Local Development Corporation's ethics officer, or general counsel.
- b) All Town of Hempstead Local Development Corporation Employees who discover or have knowledge of wrongdoing shall report such wrongdoing in a prompt and timely manner.
- c) The identity of the whistleblower and the substance of his or her allegations will be kept confidential to the best extent possible.
- d) The individual to whom the potential wrongdoing is reported shall investigate and handle the claim in a timely and reasonable manner, which may include referring such information to an appropriate law enforcement agency where applicable.
- e) Should a Town of Hempstead Local Development Corporation Employee believe in good faith that disclosing information within the Town of Hempstead Local Development Corporation pursuant to Section 1(a) above would likely subject him or her to adverse personnel action or be wholly ineffective, the Town of Hempstead Local Development Corporation Employee may instead disclose the information to General Counsel, the appropriate law enforcement agency, or The Authorities Budget Office's toll free number (1-800-560-1770).

No Retaliation or Interference

No Town of Hempstead Local Development Corporation Employee shall retaliate against any whistleblower for the disclosure of potential wrongdoing, whether through threat, coercion, or abuse of authority; and, no Town of Hempstead Local Development Corporation Employee shall interfere with the right of any other Town of Hempstead Local Development Corporation Employee by any improper means aimed at deterring disclosure of potential wrongdoing. Any attempts at retaliation or interference are strictly prohibited and:

- a) No Town of Hempstead Local Development Corporation Employee who in good faith discloses potential violations of this Town of Hempstead Local Development Corporation's Code of Ethics or other instances of potential wrongdoing, shall suffer harassment, retaliation or adverse personnel action.
- b) All allegations of retaliation against a Whistleblower or interference with an individual seeking to disclose potential wrongdoing will be thoroughly investigated by the Town of Hempstead Local Development Corporation.
- c) Any Town of Hempstead Local Development Corporation Employee who retaliates against or had attempted to interfere with any individual for having in good faith disclosed potential violations or other instances of potential wrongdoing is subject to discipline, which may include termination of employment.
- d) Any allegation of retaliation or interference will be taken and treated seriously and irrespective of the outcome of the initial complaint, will be treated as a separate matter.

Other Legal Rights Not Impaired

The Whistleblower Policy and Procedures/Code of Conduct set forth herein are not intended to limit, diminish or impair any other rights or remedies that an individual may have under the law with respect to disclosing potential wrongdoing free from retaliation or adverse personnel action.

- a) Specifically, these Whistleblower Policy and Procedures/Code of Conduct are not intended to limit any rights or remedies that an individual may have under the laws of the State of New York.
- b) With respect NYS, any rights or remedies that an individual may have pursuant to Labor Law, any employee who wishes to preserve such rights shall prior to disclosing information to a government body, have made a good faith effort to provide the appointing authority or his or her designee the information to be disclosed and shall provide the appointing

authority or designee a reasonable time to take appropriate action unless there is imminent and serious danger to public health or safety.

Adopted: 5/23/23

(ayes) 7
(nays) 0

Resolution Number: 024 – 2023 LDC

A handwritten signature in black ink, appearing to read "Florestano Girardi", written in a cursive style.

Florestano Girardi
Chairman