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BRAVE Coalition Foundation, Inc. | Whistleblower Policy

BRAVE Coalition Foundation, Inc. "BRAVE" requires directors, officers and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of the BRAVE, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

Reporting Responsibility. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that BRAVE can address and correct inappropriate conduct and actions. It is the responsibility of all board members, officers, employees and volunteers to report concerns about violations of BRAVE's code of ethics or suspected violations of law or regulations that govern BRAVE's operations.

No Retaliation. It is contrary to the values of BRAVE for anyone to retaliate against any board member, officer, employee or volunteer who in good faith reports an ethics violation, or a suspected violation of law, such as a complaint of discrimination, or suspected fraud, or suspected violation of any regulation governing the operations of BRAVE. An employee or board member who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment or removal from the board of directors.

Reporting Procedure. BRAVE has an open-door policy and suggests that employees share their questions, concerns, suggestions or complaints with their direct superior. If you are not comfortable speaking with this person, Vice Chair/Compliance Officer or you are not satisfied with the person's response, you are encouraged to speak with the Chairperson of the Board/President. Supervisors and managers are required to report complaints or concerns about suspected ethical and legal violations in writing to the BRAVE's VC/Compliance Officer, who has the responsibility to investigate all reported complaints. Employees with concerns or complaints may also submit their concerns in writing directly to their Executive Director or BRAVE's Chairperson.

Compliance Officer. BRAVE's VC/Compliance Officer is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The VC/Compliance Officer will advise the Board of Directors of all complaints and their resolution and will report at least annually to the Treasurer/Chair of the Finance Committee/Audit Committee on compliance activity relating to accounting or alleged financial improprieties.

Accounting and Auditing Matters. The BRAVE's VC/Compliance Officer shall immediately notify the Audit Committee/Finance Committee of any concerns or complaints regarding corporate accounting practices, internal controls or auditing and work with the committee until the matter is resolved.