

AIM at Melanoma Whistleblower Policy

AIM at Melanoma requires directors and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of AIM at Melanoma, 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 AIM at Melanoma can address and correct inappropriate conduct and actions. It is the responsibility of all board members and employees to report concerns about violations or suspected violations of law or regulations that govern AIM at Melanoma's operations.

No Retaliation

It is contrary to the values of AIM at Melanoma to retaliate against anyone 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 AIM at Melanoma.

Reporting Procedure

Employees should share their concerns with their supervisor (AIM's Vice President) either verbally or in writing. If the employee is not comfortable speaking with his or her supervisor or not satisfied with the supervisor's response, the employee is encouraged to speak with AIM's President. Board members and any others who have a concern about AIM may report it to any employee of AIM.

Any employee who receives a concern is required to report it to AIM at Melanoma's President. AIM at Melanoma's President is responsible for ensuring that all complaints are investigated and resolved. The President will advise the Board of Directors of all complaints and their resolution and will report at least annually to the Board of any credible concerns.

Accounting and Auditing Matters

AIM at Melanoma's President shall immediately notify the Board of Directors of any concerns or complaint regarding corporate accounting practices, financial improprieties, internal controls or auditing and work with the Board until the matter is resolved.

Acting in Good Faith

Anyone filing a written complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

AIM at Melanoma's President will notify the person who submitted a complaint and acknowledge receipt of the reported violation or suspected violation. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

Contact Information:

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