

C – 11: Whistleblower Policy

C – 11: Whistleblower Policy

1. INTENT

Fairfield County requires and expects all employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. It is the policy of Fairfield County that employees shall be encouraged to report verbally or in writing to their supervisor, department head, or any other appropriate authority, evidence of activity by an employee constituting:

- a. A violation of state or federal law, rule or regulation;
- b. Fraud;
- c. Theft;
- d. Malfeasance or misfeasance of state, federal or local resources;
- e. Substantial and specific danger to the public health and safety; or
- f. Gross mismanagement, gross waste of monies, or gross abuse of authority.

A whistleblower as defined by this policy is an employee of Fairfield County who reports an activity that he/she considers to be illegal or dishonest to one or more of the parties specified in this Policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Further, it is the policy of Fairfield County that employees should be free from intimidation or harassment when reporting to public bodies about matters of public concern. This policy is intended to encourage and enable employees and others to raise serious concerns within the organization prior to seeking resolution outside the organization.

2. GENERAL PROTECTION FROM RETALIATION

Fairfield County prohibits and will not tolerate any form of reprisal, retaliation or discrimination against an employee regarding the employee's compensation, terms, conditions, location, or privileges of employment because the employee who, in good faith, has made or intends to make a report that there has been a violation of federal, state, or local law, or County policy, due to a practice, policy, act or omission of the County Council, of an employee, or of an entity/person with whom the county has a business relationship. Any whistleblower who believes he/she is being retaliated against must contact the Human Resources Director immediately. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

Whistleblower protections are provided in two important areas -- confidentiality and against retaliation. When possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense.

C – 11: Whistleblower Policy

No employee exercising supervisory authority shall discharge, threaten, or otherwise discriminate against an employee regarding the employee's compensation, terms, conditions, location or privileges of employment because the employee, in good faith, or a person acting on behalf of the employee, reports or is about to report, verbally or in writing, any violation of federal, state, or local law, regulation or County policy.

No employee exercising supervisory authority shall discharge, threaten, or otherwise discriminate against an employee regarding the employee's compensation, terms, conditions, location or privileges of employment because the employee has refused to carry out a directive which in fact constitutes a violation of federal, state, or local law, regulation or board policy, or poses a substantial and specific danger to the public health and safety.

This policy supports all protections offered by the 'South Carolina Whistleblower and Public Employee Protection Act'.

3. REPORTING VIOLATIONS

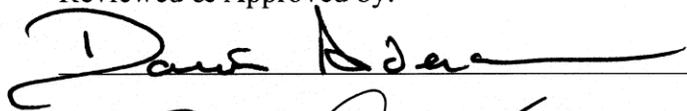
Fairfield County supports an open door policy and suggests that employees share their questions, concerns, suggestions, or complaints with someone who can address them properly. In most cases, an employee's immediate supervisor is in the best position to address an area of concern. However, if the employee is not comfortable speaking with his/her supervisor or he/she is not satisfied with the supervisor's response, the county encourages employees to visit the Human Resources Department for further assistance.

Formal complaints should be made in writing and filed with the Human Resources Director. Once the complaint is filed, the Human Resources Director will conduct a prompt and thorough investigation of the complaint.

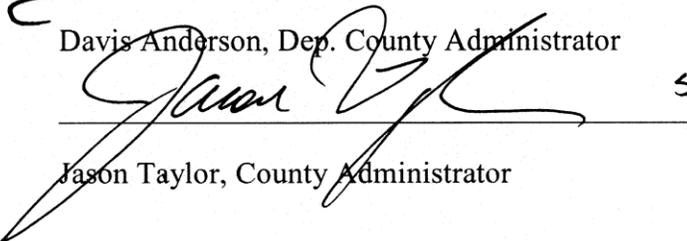
All reports are held in strict confidence and are taken seriously. If necessary, the County Administrator may specify reasonable steps to protect the complaining employee from retaliation. Employees with any questions regarding this policy should contact the Human Resources Director.

ADMINISTRATION

Reviewed & Approved by:

 4/11/17

Davis Anderson, Dep. County Administrator

 5-3-17

Jason Taylor, County Administrator