

ASSOCIATION OF MICROFINANCE INSTITUTIONS OF UGANDA

WHISTLEBLOWER PROTECTION POLICY

This whistleblower policy is intended to encourage Board members, staff (paid and volunteers) and others to report suspected or actual occurrence(s) of illegal, unethical or inappropriate events (behaviors or practices) without retribution.

1. The Whistleblower shall promptly report the suspected or actual event to his/her employer or in case of a 3rd party to the institutions.
2. If the Whistleblower would be uncomfortable or reluctant to report to his/her supervisor, then the Whistleblower could report the event to the next highest or another level of management, including to an appropriate Board committee or member.
3. The Whistleblower can report the event with his/her identity or anonymously.
4. The Whistleblower shall receive no retaliation or retribution for a report that was provided in good faith. That it was not done primarily with malice to damage another or the institution.
5. A Whistleblower who makes a report that is not done in good faith is subject to disciplinary action including termination of the Board or employee relationship, other legal means to protect the reputation of the institution and members of its Board and staff.
6. A whistle blower should be rewarded in case of any recovery of funds by offering him/her a reward letter */an appreciation letter. thing.*
7. Crimes against person or property, such as assault, rape, burglary, etc. Should be reported to police and copy Management.
8. The institution should 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.
9. Externally a Whistleblower can bring allegations t light by contacting a 3rd party outside of an accused institution. Incase the complaint is made by a 3rd party (member of the general public) then it should be addressed to the Human Resource Personnel.
10. Supervisors, managers and/ or Board members who receive the reports must promptly act to investigate and/or resolve the issue.
11. The Whistleblower shall receive a response within seven working days of the initial report, regarding the investigation, disposition or resolution of the issue.
12. If the investigation of a report, that was done in good fait and investigated by internal personnel, is not to the Whistleblower's satisfaction, then he/she has the right to report the event to the appropriate authority in accordance with the **Whistle Blowers Protection Act of**

which case members of the institution are subject to and also maintains the confidentiality of the information contained in the disclosure.

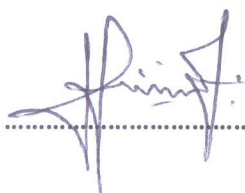
Appendix 1

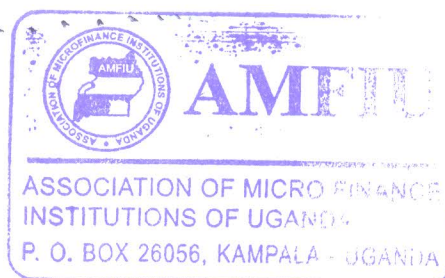
Unethical and illegal activities include but not limited to:

No	Particulars
1.	Corruption
2.	Bribery
3.	Sexual Harassment
4.	Discrimination
5.	Fraud
6.	Causing Financial loss to the Institution
7.	

Policy approved by the Board of Directors on

Board President,





Date

26/02/2020.

In the Presence of:



Executive Director