

**KHSCTT, Inc.
(DBA The Keller Clay Target Team)
Whistleblower Protection Policy**

KHSCTT, Inc. requires directors, officers, and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As volunteers and representatives of the KHSCTT, Inc., 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 volunteers and others to raise serious concerns internally so that KHSCTT, Inc. can address and correct inappropriate conduct and actions. It is the responsibility of all board members, officers, and volunteers to report concerns about violations of KHSCTT, Inc.'s code of ethics or suspected violations of law or regulations that govern KHSCTT, Inc.'s operations.

No Retaliation

It is contrary to the values of KHSCTT, Inc. for anyone to retaliate against any board member, officer, 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 KHSCTT, Inc. A volunteer who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of service.

Compliance Officer – Vice-President of KHSCTT, Inc.

The KHSCTT, Inc.'s Compliance Officer is the Vice President of the organization. This role is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Compliance Officer will advise the Board of Directors of all complaints and their resolution and will report at least annually to the Secretary on compliance activity relating to accounting or alleged financial improprieties.

Reporting Procedure

KHSCTT, Inc. has an open-door policy and suggests that volunteers share their questions, concerns, suggestions, or complaints with the Head Coach. If you are not comfortable speaking with the Head Coach or you are not satisfied with the Head Coach's response, you are encouraged to speak with KHSCTT, Inc.'s Compliance Officer or any other board member. Coaches and officers are required to report complaints or concerns about suspected ethical and legal violations in writing to the KHSCTT, Inc.'s Compliance Officer, who has the responsibility to investigate all reported complaints. Volunteers with concerns or complaints may also submit their concerns in writing directly to the Compliance Officer or another board member.

Accounting and Auditing Matters

The KHSCTT, Inc.'s Compliance Officer shall immediately notify the Audit Committee/Finance Committee of any concerns or complaint regarding corporate accounting practices, internal controls or auditing and work with the committee 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. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

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

The KHSCTT, Inc.'s Compliance Officer 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.

Note: The Compliance Officer may be a board member, the Executive Director, or a third party designated by the organization to receive, investigate, and respond to complaints.

KHSCTT, Inc.'s Compliance Officer:

Troy Morgan
Vice-President, KHSCTT, Inc. (DBA Keller Clay Target Team)
Email: tmorgan@pantechdesign.com
Cell Phone: 817-688-4480

Policy approved by the Board of Directors on 7/26/2022.