



Whistleblower Policy

Article I – Scope & Purpose of Policy

In alignment with our core value of Integrity & Accountability, this policy encourages the Chief Executive Officer, members of the Board, staff and contractors, and volunteers to report concerns regarding ethical violations, fraud, or safety risks without fear of retribution.

Article II – Reporting Misconduct

Any individual of NEXTSTEP: Unlocked Potential (the “Corporation”, “NEXTSTEP”) who becomes aware of potential misconduct, including abuse of power, financial impropriety, or breaches of survivor confidentiality, must report it promptly to:

- The Chief Executive Officer; or
 - The Board President (if the concern involves executive leadership).
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Article III – No Retaliation

NEXTSTEP strictly prohibits retaliation against anyone who, in good faith, reports a concern or participates in an investigation. Any representative found to have engaged in retaliation will face disciplinary action, up to and including termination or Board removal.

Article IV – Confidentiality of Reports

Reports will be handled confidentially to the extent possible, consistent with the need to conduct an adequate investigation and maintain legal compliance.

Article V – Policy Violations

Violations of this policy may result in:

- Disciplinary action (up to and including termination of and/or removal of employment, Board position, volunteer status, etc.);
 - Legal consequences if applicable laws are breached.
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Article VI – Policy Review

This policy shall be reviewed annually by the Board and updated as necessary to reflect:

- Changes in law;
 - Best practices in victim advocacy.
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This policy was reviewed and approved by the NEXTSTEP: Unlocked Potential Board of Directors.

Date Approved: 4 Apr 2026

