

ICRS Whistleblower Policy

The International Cannabinoid Research Society (ICRS) requires board members, employees, contractors, and volunteers to observe high standards of business, research and personal ethics in the conduct of their duties and responsibilities. As representatives of the ICRS, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations, as well as the ICRS Code of Conduct. Although the ICRS does not employ any workers, this policy applies broadly to encourage members, volunteers, and others to bring their concerns forward without fear of retaliation.

Reporting Responsibility

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that the ICRS can address and correct inappropriate conduct and actions. It is the responsibility of all board members, employees, contractors, and volunteers to report concerns about violations of the ICRS Code of Conduct or suspected violations of law or regulations that govern the ICRS's operations.

No Retaliation

It is contrary to the values of the ICRS for anyone to retaliate against any board member, contractor, volunteer, or employee 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 the ICRS. An ICRS member or employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including revocation of ICRS membership or termination of employment, as appropriate.

Reporting Procedure

The ICRS has an open door policy and suggests that all persons involved with ICRS operations, including board members, contractors, volunteers, or employees share their questions, concerns, suggestions or complaints with the Executive Director or a member of the Board of Directors. ICRS board members are required to report complaints or concerns about suspected ethical and legal violations in writing to the ICRS's Executive Director, who has the responsibility to investigate all reported complaints. Volunteers or employees with concerns or complaints may also submit their concerns in writing directly to a board member or the Executive Director.

Executive Director

The ICRS Executive Director is responsible for ensuring that all complaints about unethical or illegal conduct are investigated and resolved. The Executive Director will advise the Board of Directors of all complaints and their resolution and will report at least annually to the Treasurer on compliance activity relating to accounting or alleged financial improprieties.

Accounting and Auditing Matters

The ICRS Executive Director shall immediately notify the President/Treasurer of any concerns or complaints 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 in believing the information disclosed indicates a violation. Any allegations that 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 ICRS Executive Director 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.

Executive Director:

Dr. Steven Kinsey

ICRS Executive Director

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