



Town of Ashland, Massachusetts

*Human Resources
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Gregory Enos, Director

WHISTLEBLOWER PROTECTION POLICY

PURPOSE AND SCOPE:

In addition to whistleblower protections provided by federal and state laws, this policy provides that retaliation against employees is prohibited.

No appointing authority or supervisor shall initiate or administer any disciplinary action, deny a promotional opportunity, write an adverse job performance evaluation or in any way adversely affect an employee on account of the employee's disclosure of information. This section shall not apply to:

1. An employee who discloses information that the employee knows to be false or who discloses information with disregard for the truth or falsity of the information.
2. An employee who discloses information from public records that are closed to public inspection pursuant to the Massachusetts Public Records Law.
3. An employee who discloses information that is confidential under any other provision of law.

It shall be the obligation of an employee who discloses information under this part to make a good faith effort to provide to their supervisor or appointing authority or the Finance Director, the information to be disclosed prior to its public disclosure.

SECURITY AND CONFIDENTIALITY

All work products of the Town's investigations, including but not limited to working papers, notes, interviews, and other information relating to investigations will not be shared, discussed, or given to anyone without an absolute need to know or pursuant to Court Order. The Town Manager will provide a secure environment for the storage of all work-in-process regarding investigations, subject to law.

Policy Updated: February 16, 2017