

## CONFIDENTIALITY/WHISTLEBLOWING POLICY

### AUTHORITY

This confidentiality/whistleblowing policy is authorized by the City Charter, Section 3.01(12) and is consistent with Palm Beach County Code of Ordinances Section 2-421, Section 2-422 and Section 2-423(4).

### PURPOSE

The City desires to (1) protect officers and employees who are whistleblowers to the maximum extent allowed by law and (2) comply with the notice provisions of the Office of Inspector General, Palm Beach County, Florida.

### POLICY STATEMENT

The identity of complainants, records of complaints and investigations shall remain confidential to the extent authorized by F.S. 112.3188(2) and any other applicable state law.

The City recognizes that the Office of Inspector General provides independent oversight of government operations and is intended to detect, deter, prevent and eradicate fraud, waste, mismanagement, misconduct, and other abuses by elected and appointed county and municipal officials and employees, county and municipal agencies and instrumentalities, contractors, their subcontractors and lower tier subcontractors, and other parties doing business with the county or a municipality and/or receiving county or municipal funds.

### SCOPE OF APPLICABILITY

This policy applies to City officers, employees and other persons protected by F.S. 112.3187, Florida's Whistle-blower's Act.

### STANDARDS AND PROCEDURES

1. The City Administrator or the Mayor, as the City's Chief Executive Officer, shall promptly notify the inspector general of possible mismanagement of a contract (misuse or loss exceeding five thousand dollars (\$5,000.00) in public funds), fraud, theft, bribery, or other violation of law which appears to fall within the jurisdiction of the inspector general, and may notify the inspector general of any other conduct which may fall within the inspector general's jurisdiction.

Effective Date  
August 1, 2014

Chapter 1  
General Administration  
Policy 1-48

2. Any individual with knowledge of conduct that should be reported to the Office of Inspector General should contact the Mayor or the City Administrator regarding such knowledge.
3. The Inspector General is an appropriate government official to whom individuals may also report for purposes of Florida's Whistle-Blower Statute, F.S. 112.3187. The inspector general "hotline" number to receive complaints, from either anonymous or identified persons, is 877-283-7068, and the email address is [inspector@pbcgov.org](mailto:inspector@pbcgov.org).

Policy 1-48 is effective on this 1<sup>st</sup> day of August, 2014.



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Geraldine Muoio  
Mayor