

LUTHERAN BIBLE CAMP, INC. WHISTLEBLOWER POLICY

I. GENERAL

Lutheran Bible Camp, Inc. d/b/a Christikon (“Christikon”) requires board members, officers, employees, and volunteers to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. As employees and representatives of Christikon, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

II. REPORTING RESPONSIBILITY

It is the responsibility of all directors, officers, employees, and volunteers to report suspected violations of ethics, laws, regulations, or Christikon policies in accordance with this “Whistleblower” Policy.

III. NO RETALIATION

No director, officer, employee, or volunteer who in good faith reports a suspected violation of ethics, Christikon policies, or law shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a suspected violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within Christikon prior to seeking resolution outside Christikon.

IV. REPORTING SUSPECTED VIOLATIONS

Trustees, officers, employees, and volunteers should report their questions, concerns, suggestions or complaints to the Pastor/Director or president of the Christikon board. If the reporting employee or volunteer is not satisfied with the Pastor/Director or Board President’s response and/or subsequent action(s), he/she should report the question, concern, suggestion or complaint to a member of Christikon’s Executive Committee. If the complaint alleges wrongdoing by the Pastor/Director, the reporting employee or volunteer should make first report directly to the President of Christikon’s Board of Directors.

V. ACTING IN GOOD FAITH

All reports of suspected ethical/legal violations will be considered confidential by the person receiving the report, unless the complainant waives confidentiality. As investigation of a complaint is carried out, confidentiality will be respected to the extent possible, consistent with needs to conduct an adequate investigation. Reports of suspected violations will be kept confidential to the extent possible, consistent with the needs to conduct an adequate investigation.

VI. HANDLING OF REPORTED SUSPECTED VIOLATIONS

All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation. The complainant will be informed that follow-up has occurred or is occurring within 90 days after the Pastor/Director or Board President has received the complaint. The Executive Committee shall be informed of all such complaints.

VII. AFFIRMATION

All Board members, employees, and volunteers will be expected annually to sign the following statement:

DISCLOSURE STATEMENT

I have read and agree to abide by the foregoing Policy.

Christikon Board of Directors Member, Volunteer, or Staff Member

Date

Print Name

Approved by Christikon’s Board of Directors on September 18, 2010