

LifeRing Secular Recovery

Adopted by the Board of Directors on March 11, 2026

Open Discussion Policy (Reporting Concerns)

LifeRing is dedicated to maintaining a transparent, honest, and respectful environment where everyone feels comfortable raising serious concerns about our operations.

This policy is designed to encourage all members of our communities, including Directors, Officers, Staff, and Volunteers, to report any suspected or actual Wrongful Conduct promptly.

"Wrongful Conduct" means any action that violates applicable law, involves fraud, ethical breaches, or any serious lapse of integrity that could hurt LifeRing's mission and effectiveness.

How to Report a Concern

We believe in an "open door" approach:

1. **Talk to a Convenor First:** The simplest way to address a concern is to talk directly with any meeting convenor who can help. Usually, your group's convenor is the best person to start with.
 2. **Contact the Grievance Committee:** If you aren't comfortable speaking with a convenor, or if their response doesn't satisfy you, you are encouraged to submit a written summary of your concern to the **Grievance Committee**.
 - **The Grievance Committee:** This committee will investigate all reported Wrongful Conduct and oversee this policy. You can initiate a formal review by completing and submitting the [LifeRing Feedback Form](#).
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Our Promise: No Retaliation

This policy is here to help people raise serious concerns in good faith without fear.

- No one who honestly reports a suspected or actual Wrongful Conduct will be harassed, retaliated against, discriminated against, or face other improper actions.
 - Any person who retaliates against someone who reported a concern in good faith will face disciplinary action, up to and including removal from their position or termination.
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Financial and Audit Matters (Grievance Committee)

The **Grievance Committee** is responsible for addressing all reported concerns or complaints regarding LifeRing's financial practices, internal controls, or auditing.

- If you report a financial concern, the **Grievance Committee** will be alerted and work with stakeholders until the matter is resolved according to our **Corrective Action Policy**.
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Acting in Good Faith

Anyone submitting a complaint must do so **in good faith** and have a reasonable basis for believing the information is true. This policy does not protect reports that are frivolous, vindictive, or purposefully misleading.

Confidentiality

You may submit a report of Wrongful Conduct on a **confidential or anonymous** basis.

- We will keep all reports confidential to the greatest extent possible while still conducting a thorough investigation.
 - **For anonymous submissions**, please provide a written report summarizing your experience or questions to the Grievance Committee by completing the [LifeRing Feedback Form](#).
 - **For non-anonymous submissions**, you may contact any board member directly via email or submit a report directly to the Grievance Committee by completing the [LifeRing Feedback Form](#).
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Handling and Action

- The Grievance Committee will acknowledge receipt of reports within 24 business hours.
 - All reports will be promptly investigated.
 - If the investigation warrants it, **appropriate action will be taken under LifeRing's Corrective Action Policy.**
 - **Note:** If a report is vague, general, or anonymous, LifeRing may not be able to investigate it fully. We encourage submissions to be as specific as possible to help us assess the concern.
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Policy Changes

The Board of Directors may adopt a new version of this policy, or amend any part of it, with the approval of a majority of its members.