STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS

POLICY

APPLICABILITY
DEPARTMENT WIDE

REVISION DATE 2/1/14
PAGE NUMBER 1 of 2
NUMBER DOC 190.300

TITLE
REPORTING STATE EMPLOYEE MISCONDUCT (WHISTLEBLOWER)

REVIEW/REVISION HISTORY:

Effective: 12/31/96
Revised: 5/18/04
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Revised: 4/8/11
Revised: 3/18/13
Revised: 2/1/14
Reviewed: 12/17/15

SUMMARY OF REVISION/REVIEW:
Reviewed only, no change made

APPROVED:

Signature on file 11/6/15

DAN PACHOLKE, Secretary
Department of Corrections Date Signed
REFERENCES:

DOC 100.100 is hereby incorporated into this policy; RCW 42.40

POLICY:

I. Department employees are encouraged to disclose, without fear of retaliation, improper governmental actions to the State Auditor’s Office. The Department will provide employees with information for reporting improper governmental actions as established by the State Auditor’s Office pursuant to the Whistleblower Act, RCW 42.40.

DIRECTIVE:

I. Procedures

A. The Department shall provide employees with a written summary of the procedures for reporting suspected improper governmental action.

B. Human Resources will provide the State Employee Whistleblower Act - Summary of Provisions and Protections of RCW 42.40 (Attachment 1) to each new employee upon entering Department employment.

C. The Audit Director/Ethics Advisor shall inform Department employees of the Whistleblower Act annually.

DEFINITIONS:

Words/terms appearing in this policy may be defined in the glossary section of the Policy Manual.

ATTACHMENTS:

State Employee Whistleblower Act - Summary of Provisions and Protections of RCW 42.40 (Attachment 1)

DOC FORMS:

DOC 03-427 Whistleblower Reporting