

Financial Responsibility Policy

Amended: May 3rd 2008



FLORIDA CARIBBEAN STUDENTS ASSOCIATION INCORPORATED (FCSA)

5/3/2008

Authored by: Florida Caribbean Students Association

ARTICLE

Financial Responsibility: Reporting of Financial, Auditing or Governance Improprieties

The Florida Caribbean Students Association is committed to facilitating open and honest communications relevant to its governance, finances, and compliance with all laws and regulations. It is important that FCSA be apprised about unlawful or improper behavior including, but not limited to, any of the following conduct:

- Theft;
- Financial reporting that is intentionally misleading;
- Improper or undocumented financial transactions;
- Improper destruction of records;
- Improper use of assets;
- Violations of FCSA's conflict-of-interest policy; and
- Any other improper occurrence regarding cash, financial procedures, or reporting.

We request the assistance of every member who has reasonable belief or suspicion about any improper transaction. FCSA values this input and each member should feel free to raise issues of concern, in good faith, without fear of retaliation. Members will not be disciplined, or be retaliated against for asking questions or voicing concerns about conduct of this sort. At the same time, FCSA expects all members to take this policy seriously, to use it in good faith, and to use it when necessary and in a judicious manner.

Making a Report

We encourage any member who has a concern regarding an action concerning FCSA's governance, finances, or compliance with all applicable laws and regulations to raise the concern with an Executive Board member.

If for any reason the member does not believe that channel of communication is adequate, the concern should be reported immediately to the FCSA Advisor. Anonymous reports will be accepted, and all reports will be handled on a confidential basis. The contact information for the Advisor is below.

Mark envelope: "TO BE OPENED BY ADDRESSEE ONLY PERSONAL AND CONFIDENTIAL"



The Advisor will coordinate the investigation and FCSA will take appropriate action as it deems justifiable by the circumstances.

CONTACT INFORMATION:

FCSA Advisor:

Marlon A. Hill, Esq.

Delancy-Hill, P.A.

200 S. Biscayne Blvd. Suite 2750

Miami, FL 33131

Phone: 786-777-018

Fax: 786-777-0174

Email: mhill@delancyhill.com

Note: These points are adapted from Independent Sector Policy documents

