



Whistleblower Policy

What is Whistleblowing?

Whistleblowing encourages and enables employees to raise serious concerns within the organization rather than overlooking a problem or 'blowing the whistle' outside.

Employees are often the first to realize that there is something seriously wrong within the program functions. However, they may not express their concerns as they feel that speaking up would be disloyal to their colleagues or they may in turn themselves be victimized.

Our Commitment

LKRO is committed to the highest possible standards of openness, honesty and accountability. In line with that commitment we expect employees, and others that we deal with, who have serious concerns about any aspect of the organization's work to come forward and voice those concerns.

The Aims of the Policy

- To encourage you to feel confident in raising concerns and to question and act upon concerns.
- To provide approaches for you to raise concerns in confidence and receive feedback on any action taken.
- To ensure that you receive a response to your concerns and that you are aware of how to pursue them if you are not satisfied.
- To reassure you that you will be protected from possible reprisals or victimization if you have a reasonable belief that you have made any disclosure which is in the organization's or public interest. .

What Types of Concern are covered?

- Action which is an offence or a breach of law.
- Failure to comply with a legal obligation.
- Health and safety risks, including risks to the public as well as other employees.
- Damage to the environment.
- Damage to LKRO reputation
- The unauthorized use of organization's funds.

- Possible fraud and corruption.
- Sexual, physical or other abuse of clients and/or colleagues.
- Other unethical conduct.

Safeguards and Victimization

LKRO recognizes that the decision to report a concern can be a difficult one to make. If what you are saying is true, you should have nothing to fear because you will be doing your duty to your employer.

LKRO will not tolerate any harassment or victimization (including informal pressures) and will take appropriate action to protect you when you raise a concern which is in favor of LKRO transparency.

Confidentiality

All concerns will be treated in confidence and every effort will be made not to reveal your identity if you wish so. At the appropriate time, however, you may need to come forward as a witness.

However this policy encourages you to put your name to your concern whenever possible. Please note that:

- Staff must believe it to be substantially true.
- Staff must not act maliciously or make false allegations.
- Staff must not seek any personal gain.

Any concern should be supported by some evidence, so based on this evidence LKRO can take action. LKRO management does not want this policy to be misused based on subjective manner.

How to Raise a Concern

As a first step, you should normally raise concerns with your immediate supervisor/manager or their superior. This may depend, however, on the seriousness and sensitivity of the issues involved and who is suspected of the malpractice. For example, if you believe that management is involved you should approach a more senior level of management at Kabul Office.

You can either call or make your concerns in writing to the following people:

Abdul Sattar Baryalai – Managing Director

Email add: lkrongo_kdhafg@yahoo.com

Cell phone Number: +93 (0) 0700302908

Abdul Bari Balakarzai – Deputy Director

Email add: lkrongo.kdhafg@gmail.com

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