

# North Dakota State University

## Policy Manual

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### SECTION 169.1

#### EMPLOYEE MISUSE OF PROPERTY REPORTS - PROTECTIONS

SOURCE: NDSU President

1. State law protects an employee from negative job reprisals for, in good faith, reporting violations of law or misuse of public resources. N.D.C.C. 34-11.1-04. An employee can report such violations, without fear of reprisal, to the President, Directors of Human Resources/Payroll or Internal Audit, the employee's supervisor, to any other appropriate personnel at the University, to the local state's attorney, or to any employee organization.
2. A supervisor or other appropriate University employee who receives a report of violations of law or misuse of public resources must take action on such reports. He/she is responsible for referring the issue to the department head or appropriate Vice President for follow-up. The determination made by the department head or Vice President as to the accuracy of the report of the violation of law or misuse of public property, and any subsequent disciplinary action taken, will be documented.
3. Employees who make such reports cannot be dismissed from employment, have salary increases or employment-related benefits withheld, be transferred or reassigned, be denied a promotion which they otherwise would have received, be demoted, or be discriminated against in any other term or condition of employment on the basis that they made such report. However, an employee who intentionally furnishes false information is subject to disciplinary action, including suspension or dismissal.
4. It is the policy of NDSU to encourage employees to come forward with such reports of misuse and to attempt to see that they are resolved initially with their supervisor or other appropriate personnel at the University.

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#### HISTORY:

New	November 1, 1999
Amended	October, 2001
Amended	January 2007