

DISCLOSURE

I have reviewed the **WICT VA** Conflict of Interest Policy and agree to be bound by its provisions for the duration of my appointed or elected term. I would like to disclose the following information in support of the policy (e.g., competing organization to which I belong, other organizations that I have financial or proprietary interest that may be affected by my **WICT VA** service, and so on).

N. Capelluto
Signature

April 4 2016
Date

Name: *Nathalie Capelluto*
Title: *Finance Director, COX*
Volunteer Leadership Position: *Asst Treasurer*
Chapter: *Virginia*
Email: *nathalie-capelluto@cox.com*

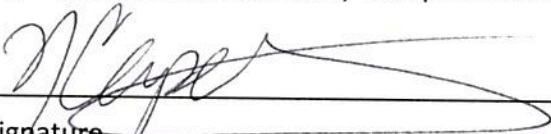
Development is responsible for advising the chapter president and ensuring the right chain of command is followed up to and including the WICT President and CEO.

5. **Acting in Good Faith.** Anyone filing a complaint concerning a violation or suspected violation under this Whistleblower Policy must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or with knowledge that they are false will be viewed as a serious disciplinary offense.

6. **Confidentiality.** Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

7. **Handling of Reported Violations.** The VP of Membership & Chapter Development will notify the sender and acknowledge receipt of the reported violation or suspected violation within a reasonable amount of time. All reports will be promptly investigated and appropriate corrective action will be taken if warranted by the investigation.

My signature below indicates my receipt and understanding of this policy.


Signature _____ Date April 4 2016

Name: *Nathalie Capelluto*
Title: *Director of Finance, COX*
Volunteer Leadership Position: *Asst Treasurer*
Chapter: *Virginia*
Email: *nathalie.capelluto@COX.com*