



APPENDIX C

DISTRICT 7780

Protection Policy

INVESTIGATION BY DISTRICT

The procedure that District Protection Committee will follow upon report of an abuse or harassment incident is:

1. The DPO shall be notified of any complaint of abuse or harassment received. The DPO will immediately notify the District Protection Committee Chair and the District Governor. The DPO shall be responsible for notifying appropriate law enforcement agencies and the U.S. Department of State of any alleged abuse incidents. The District Chair will report all criminal allegations and serious incidents to Rotary International within 72 hours.
2. Once an independent legal and/or criminal investigation by appropriate agencies is complete, the DPO will summarize and develop recommendations and necessary action to be taken.
3. The District Chairperson is responsible for ensuring that such complaints are dealt with according to applicable law and the interests of the affected person are protected to the extent possible. The District Governor is the ultimate authority on all district matters and will be notified that there is an incident under investigation and be kept informed of continuing developments.
4. The District Protection Committee Chair will then take action to assure the safety of the student. In the case of an outbound student, this will include immediate communications with the host District RYE Chairperson, and/or with the host Rotary Club.
5. For inbound student situations, an independent and thorough investigation will be made into any claims of abuse or harassment.
6. At all times, the confidentiality of the student and any person against whom allegations are made will be respected in accordance with applicable law.
7. The complainant shall be assisted in contacting immediate support services, including independent therapists, counselors or legal counsel, independent from Rotary or Rotarians.

8. Any adult involved in a Rotary youth program against whom an allegation of abuse or harassment is made will be removed from all contact with protected persons in a Rotary context until the matter is resolved.
9. Any allegation of abuse will be immediately reported to the appropriate law enforcement agency according to state law and to any applicable insurance carrier.
10. Pursuant to Rotary International policy, a Club must terminate the membership of any Rotarian who admits to, is convicted of or is otherwise found to have engaged in sexual abuse. A non-Rotarian who admits to, is convicted of, or is otherwise found to have engaged in sexual abuse must be prohibited from working with youth or other vulnerable persons in a Rotary context. A Club may not grant membership to a person who is known to have engaged in sexual abuse, or illegal sexually oriented acts. Upon obtaining information that a Club has knowingly failed to terminate the membership of such a Rotarian, the RI Board will take steps to have the Rotarian's membership terminated, including action to terminate the Club's charter for failure to comply.
11. If an investigation into a claim of abuse or harassment is inconclusive, then, for the safety of participants and the protection of the accused, additional safeguards must be put in place to assure the protection of any youth with whom the individual may have future conduct.
12. No exchange student will be sent home unless their personal safety requires it and the District Youth Exchange Chairperson has approved the return.
13. All records, inclusive of but not limited to law enforcement reports, criminal histories, in-house investigation summaries and victim statements will be retained by the DPO in a secure, confidential file in accordance with state and federal guidelines.