

Vancouver Buddhist Center Grievance Reporting Policy

1. Any grievance can be reported to any current member of the safe guarding officers. Currently this is Vimalasara and TFO Mitra Ray who are both on Council. It may begin with an oral report, but must also be written out and given to the safe guarding officer or to the chair or chair of the Council.
2. The safe guarding officers will make sure the chair will immediately initiate an investigation. The following details will be included in an initial report to Council members: the nature of the grievance, the date of the occurrence about which the grievance is being made, and the date that the grievance was reported to the Council member. If the grievance involves one of the council members they will be notified of investigation and asked to temporarily step down from the council until investigation is over.
3. The Chair (if senior) or Senior OM(10 years or more) will establish a method of investigation, designate one or more people to investigate, and develop a timetable for the investigation based on the nature of the grievance. The Vancouver Board of Directors will be informed that a grievance has been filed and given the names of the people making an investigation.
4. The above information (#3) will be given in writing to the person making the grievance.
5. The two safe guarding officers will review the progress of the investigation at each monthly meeting until a final resolution is reached and keep the Board of Directors informed of progress and the final resolution.
6. The final resolution of the grievance will be confirmed by the full by the safe guarding officers. The person making the grievance shall receive written notice of the final resolution, as well as monthly status reports during the course of the investigation.
7. The Vancouver Teachers Agreements and Grievance Reporting Policy will be made public to everyone. Grievance- For the purposes of the above grievance procedure, a grievance is a written notice of misconduct by a teacher affiliated with the Vancouver Buddhist Center. Teacher - Any person designated by Vancouver OMs to carry out an activity on behalf of the Vancouver Council. Any one of a wide variety of activities may be considered a teaching activity, but the activity must be one that is affiliated with the Vancouver Buddhist Center and approved by the Senior OMs.

8. Misconduct - Misconduct is any behavior that breaches the Ethical Guidelines and Teacher Agreements that have been formally adopted by the Vancouver Council and the Vancouver Board of Directors.