

OPERATION SPLASH, INC.

EIN: 11-3186309

Transparency and Accountability Disclosure of Financial Information

Purpose

By making full and accurate information about its mission activities, finances, and governance publicly available, **Operation SPLASH Inc.** practices and encourages transparency and accountability to the general public and will:

- (a) indicate which documents and materials produced by the corporation are presumptively open to staff and/or the public,
- (b) indicate which documents and materials produced by the corporation are presumptively closed to staff and/or the public,
- (c) specify the procedures whereby the open/closed status of documents and materials can be altered.

The details of this policy are as follows:

Financial and IRS documents (The form 1023 and the form 990)

Operation SPLASH Inc. shall provide its Internal Revenue forms 990 and 1023, bylaws, conflict of interest policy and financial statements to the general public for inspection.

Board

- (a) All board deliberations shall not be open to the public except where the board passes a motion to make any specific portion available to the public.
- (b) All board minutes shall be open to the public once accepted by the board, except where the board passes a motion to make any specific portion confidential.
- (c) All papers and materials considered by the board shall be open to the public following the meeting at which they are considered, except where the board passes a motion to make any specific paper or material confidential.

Staff Records

- (a) All staff records shall be available for consultation by the staff member concerned or by their legal representatives.
- (b) No staff records shall be made available to any person outside the corporation except the authorized governmental agencies.
- (c) Within the corporation staff records shall be made available only to those persons with managerial or personnel responsibilities for that staff member except that,
- (d) staff records shall be made available to the board when requested.

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Donor Records

- (a) All donor records shall be available for consultation by the members and donors concerned or by their legal representatives.
- (b) No donor records shall be made available to any other person outside the corporation except the authorized governmental agencies.
- (c) Within the corporation, donor records shall be made available only to those persons with managerial or personnel responsibilities for dealing with those donors, except that;
- (d) donor records shall be made available to the board when requested.