

Aryaloka Buddhist Center Grievance Reporting Policy

1. Any grievance can be reported to any current member of the Aryaloka Spiritual Vitality Council. It may begin with an oral report, but must also be written out and given to the Council member or to the chair or vice chair of the Council.

Members of the Aryaloka Spiritual Vitality Council and the Board of Directors are posted on the Aryaloka website www.aryaloka.org

2. The Spiritual Vitality Council chair will assign a member of the Council to 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.

3. The Spiritual Vitality Council 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 Aryaloka 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 Spiritual Vitality Council 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 Spiritual Vitality Council. 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.

The Aryaloka Principles and Code of Conduct for Teachers 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 Aryaloka Buddhist Center.

Teacher - Any person designated by the Aryaloka Spiritual Vitality Council to carry out an activity on behalf of the Aryaloka 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 Aryaloka Buddhist Center and approved through the Aryaloka Council or Board of Directors.

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