



TO: FIRST Affiliate Partners, Regional Directors, Program Blast Creators, Team Blast Creators, Volunteer communications, Event Organizers, Bloggers and Staff
RE: NEW Online Non-Medical Reporting Form!

While *FIRST* desires every participant to receive fair and impartial treatment at all times, it does recognize that conflicts, misunderstandings, and other behavioral problems will arise from time to time. These concerns may involve other event volunteers, event participants, coaches/mentors, or *FIRST* policies.

We are pleased to announce that students, parents, coaches, mentors, event volunteers, staff, and spectators may report concerns via an easy to use **NEW** Online Non-Medical Reporting Form (<http://firstinspires.org/non-medical-reporting>) hosted on Survey Monkey.

The Online Non-Medical Reporting Form can be used for any concern ranging from or related to volunteer issues, venue issues, Code of Conduct issues, or Youth Protection issues. This new form can be used by ANYONE to report a concern they would like *FIRST* to be aware of or to investigate. Previously, the Non-Medical Incident Form was used as the primary way for people to report issues and was available mainly as a paper form or pdf that was sent to *FIRST* Headquarters by event coordinators, parents, Regional Directors, Affiliate Partners, etc. The paper form/pdf will still be available, but we encourage using this new method that will help ensure a faster and more direct line to Headquarters.

All reports received through the Online Non-Medical Reporting Form are reviewed by the Youth Protection Program Manager and acted on accordingly. A process has been created to loop in the programs and partners when appropriate. *FIRST* will keep the identity of any reporter confidential unless required to disclose by court order. *FIRST* will not tolerate any form of retaliation against reporters.

We appreciate your continued efforts to support *FIRST* programs and hope that this new online form will provide another way to share information and concerns with us. Thank you!