Document	Whistleblowing Policy
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Introduction

This policy is intended to encourage Board members, staff (paid and volunteer) and others to report suspected or actual occurrence(s) of illegal, unethical or inappropriate events (behaviours or practices) without retribution.

Actions taken in the event of whistleblowing

1. The Whistleblower should promptly report the suspected or actual event to his/her Line Manager

2. If the Whistleblower would be uncomfortable or otherwise reluctant to report to his/her Line Manager, then the Whistleblower could report the event to the next highest or another level of management, including to an appropriate SLT or Board member

3. The Whistleblower can report the event with his/her identity or anonymously

4. The Whistleblower shall receive no retaliation or retribution for a report that was provided in good faith – that was not done primarily with malice to damage another person or the organisation

5. A Whistleblower who makes a report that is not done in good faith is subject to discipline, including termination of the Board or employee relationship, or other legal means to protect the reputation of the organisation and members of its Board, staff and volunteers

6. Anyone who retaliates against the Whistleblower (who reported an event in good faith) will be subject to discipline, including termination of Board or employee status

7. Crimes against person or property, such as assault, rape, theft, etc., should immediately be reported to local law enforcement personnel

8. Line Managers and/or Board members who receive the reports must promptly act to investigate and/or resolve the issue

9. The Whistleblower shall receive a report within ten business days of the initial report, regarding the investigation, disposition or resolution of the issue

10. If the investigation of a report, that was done in good faith and investigated by internal personnel, is not to the Whistleblower's satisfaction, then he/she has the right to report the event to the appropriate legal or investigative agency

11. The identity of the Whistleblower, if known, shall remain confidential to those persons directly involved in applying this policy, unless the issue requires investigation by the police

Review of this policy

This policy will be reviewed (at least) annually.