

worker, student or other person (the CZKLVWO WHECD RelatesUtoD some danger, fraud, illegal or other unethical behaviour or conduct in the workplace. Whistleblowers are protected by law, under the Employment Rights Act (1996) and the amendments made in the Publid nterest Disclosure Act (1998) om being subjected to any detriment or unfairly dismissed as a result. To get that protection, the

2. Scope of the policy

The College has a rage of policies and procedures, which deals with standards of behavioand conductat work and study004 ()-58.9

Whistleblowes are encouraged to use the provisions of these procedures when appropriate, however there may be occasions when the matter needs to be handled in a different way. Details of these proceduan be found on the relevant MUSE and external RCM webpages.

This policy applies to all individuals working at all levels of the organisation including Council members, senior management, employees (whether pteinte or fixed term), students, contractors, casual and agency statill FROOHFWLYHW2histleb00vRezVCBDRUAWKH SXUSRVH RI WKLV SROLF\ 7KLV WhistleblowerBV FRQWUDFW DQG PD\me.H DPHQGHG DW DQ\ WL

This policy will apply in cases where Whistleblower genuinely believes that one of the following sets of circumstances is occurring, has occurred or may occur within the organisation and that it is in the public interest for the Whistleblower disclose it. The matters that may be disclosed in this way are we he

- x a criminal offence has been committed, is being committed or is likely to be committed
- x a person has failed, is failing or is likely to fail to comply with any legal obligation to which he or she is subject
- x a miscarriage of justice has occurred, is ourring or is likely to occur
- x the health and safety of any individual has been, is being or is likely to be endangered
- x the environment has been, is being or is likely to be damaged

x information tending to show any matter falling within any one of the preiced paragraphs has been, is being or is likely to be deliberately concealed.

These examples are not intended to be exhaustive.

Generally, concerns are likely to involvementing which may be unlawful, or which may be contrary dollege policies, or which falls below or breaches, established standards or practiceor which amounts to unethical or improper conduct& standards of behaviour

It is not necessary for you to have proof that such an act is being, has been, or is likely to be, committed a reasonable belief is sufficient.

3. Procedure

3.1 Any Whistleblower ZKR EHOLHYHV UHDVRQDEO\ DQG LQ JRRG IDLWK WK should report this immediately to a Designed Officer, that being, the Clerk to the Councidr, in their absence, the Head of HR The Designated Officer will report to the most senior person in the organisation, who will commission any further investigation.

3.2 If these channels have been followed an@/histleblowes still have concerns, or feel thatehmatter is so serious that it cannot be discussed with either of the Designated Officers, they should contact the Chairman of the Audit Committee

FRQFHUQ H J LI WKDW SHUVRQBV HYLGHQFH LV UHTXLUHG LQ F individual concerned as to how best to proceed in these circumstances.

3.6 Whistleblowes should be aware that the policy will applywhere they reasonably believe that the information disclosed, and any alleg.18 Td [(whe)12.99889 eg.1 (,)-3(th)2.998 4 (o)4.0go0052>3.995 <0003> (a