

Sample Whistleblowing Policy

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POLICY

The policy of the [NAME OF PROJECT] is to safeguard the interests of any of its employees when they act as *alerters* regarding any neglect or abuse, mental, physical, emotional, sexual, racial/ethnic or financial, of service users or any similar abuse of colleagues.

The [NAME OF PROJECT] accepts that it is bound by legislation in the Public Interest Disclosure Act 1998 and guarantees that procedures will be invoked in ways which do not prejudice the “*whistleblower’s*” own position and prospects.

The [NAME OF PROJECT] will protect the employee against victimisation and provide support throughout the investigation process.

The [NAME OF PROJECT] is committed, through training, to ensuring that employees:

- Have knowledge and understanding of protection procedures;
- Are committed to emphasising that harassment is unacceptable;
- Are enabled to identify oppressive abuse when it occurs;
- Are informed regarding their individual duty to act to protect service users;
- Are made aware of measures to safeguard their interests if they act as “*whistleblowers*”
- Are made aware of their rights under the Public Interest Disclosure Act 1998.

PROCEDURE

The [NAME OF PROJECT] through its training, instructs its employees that it is their duty to their employer and their professional obligation to raise legitimate concerns about suspected misconduct by colleagues, managers or those with whom it works notably in community projects.

[The [NAME OF PROJECT] sees its employees in the roles of *alerters* to promote the safeguarding of the rights of others, to log any concerns and report such concerns to appropriate managers. *Alerters* are not being asked to verify or prove that concerns are true.

The [NAME OF PROJECT] undertakes to protect its employees from victimisation when they act as *alerters*.

Employees who are concerned about any malpractice but unsure whether to blow the whistle or to stay silent or are unclear about how to go about blowing the whistle may obtain free expert help from the independent charity “Public Concern at Work”, Suite 306, 16 Baldwins Gardens, London, EC1N 7RJ. Telephone: 0207 404 6609.