

Whistleblowing Procedure

1.0 Introduction

- 1.1 FeRFA are committed to conducting our Association with honesty and integrity and we expect all members to maintain high standards. We encourage people to report suspected wrongdoing as soon as possible.
- 1.2 This policy applies to all individuals working and associated with FeRFA at all levels

2.0 What is whistleblowing?

- 2.1 Whistleblowing is the reporting of suspected wrongdoing or dangers in relation to our activities. This includes bribery, fraud or other criminal activity, miscarriages of justice, health and safety risks, damage to the environment and any breach of legal or professional obligations specific to this workplace.

3.0 How to raise a concern

- 3.1 We hope that in many cases you will be able to raise any concerns with secretariat@ferfa.org.uk. However, where you prefer not to raise it with the secretariat for any reason, you should contact the CEO. Contact details are at the end of this policy.
- 3.2 We will arrange a meeting with you as soon as possible to discuss your concern. You may bring a colleague or union representative to any meetings under this policy. Your companion must respect the confidentiality of your disclosure and any subsequent investigation.

4.0 Confidentiality

- 4.1 We hope that you will feel able to voice whistleblowing concerns openly under this policy. Completely anonymous disclosures are difficult to investigate. If you want to raise your concern confidentially, we will make every effort to keep your identity secret and only reveal it where necessary to those involved in investigating your concern.

5.0 External disclosures

- 5.1 The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoing in the Association. In most cases you should not find it necessary to alert anyone externally.
- 5.2 The law recognises that in some circumstances it may be appropriate for you to report your concerns to an external body, such as a regulator. We strongly encourage you to seek advice before reporting a concern to anyone external. Public Concern at Work operates a confidential helpline.

6.0 Protection and support for whistleblowers

- 6.1 We aim to encourage openness and will support people who raise genuine concerns under this policy, even if they turn out to be mistaken.
- 6.2 You will not suffer any detrimental treatment as a result of raising a genuine concern. If you believe that you have suffered any such treatment, you should inform the CEO immediately.
- 6.3 You must not threaten or retaliate against whistleblowers in any way. If you are involved in such conduct you may be subject to investigation. In some cases, the whistleblower could have a right to sue you personally for compensation.
- 6.4 If we conclude that a whistleblower has made false allegations maliciously or with a view to personal gain, the whistleblower may be subject to investigation

7.0 Contacts

CEO or other trusted individual Name:	Telephone:
	E-mail:



Public Concern at Work (Independent whistleblowing charity)	Helpline: (020) 7404 6609 E-mail: whistle@pcaw.co.uk www.pcaw.co.uk Website:
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