

## **EHA PUBLIC INTEREST DISCLOSURE POLICY**

The Public Interest Disclosure Act 1999 gives legal protection to employees against victimisation for publicly disclosing legitimate concerns. This policy is designed to enable employees to raise concerns internally about malpractice or wrongdoing within the EHA, without fear of reprisals.

Employees should raise concerns if they suspect:

- financial impropriety or fraud,
- failure to comply with legal obligations,
- criminal activity,
- dangers to health & safety,
- improper conduct or unethical behaviour, and/or
- actions contrary to EHA policies, procedures or instructions.

This policy and procedure are not intended to be a mechanism for staff to challenge decisions with which they disagree or to settle personal scores, but is reserved for raising serious concerns about malpractice.

The Public Interest Disclosure Act sets the following rules:

- The disclosure must be made in the public interest,
- There must be a reasonable belief that it is substantially true,
- Employees must not act maliciously or make false allegations, and
- Employees must not seek any personal gain.

No action will be taken against individuals making allegations in good faith which are found to be untrue after investigation. If, however, the allegations are judged to be malicious, disciplinary action may be taken against the individual.

### **Procedure for making a protected disclosure**

Concerns should initially be reported to an appropriate manager, the Chief Executive or a Board director. If necessary, employees may be supported by a fellow worker or trade union representative.

The complaint will be investigated as speedily as possible and the individual informed of what action, if any, is to be taken.

### **Confidentiality**

Employees making a protected disclosure in good faith will not suffer any detriment and all disclosures will be treated in a confidential manner. Employees are encouraged to make signed statements of any disclosures they may make, but the identity of the individual will normally be kept confidential unless he or she agrees otherwise. However, for example in the case of criminal activity where the police may become involved, it may not be possible to guarantee anonymity.