

Whistleblower Policy

Effective Date:	16/01/19
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Version No.:	2.0
Administrator Responsible:	HR
Approved by:	Paul Mergard
Policy Contact:	policies@destinyrescue.org
Next Review Date:	10/2024
Applies To:	All staff

1. Purpose

- 1.1. A whistleblower is a person who in good faith reports improper conduct through appropriate channels. This conduct may include dishonest, illegal, unethical, a breach of local legislation, and/or actual or suspected fraud.
- 1.2. Destiny Rescue defines a Whistleblower as:
 - 1.2.1. A person being a director, manager, employee or contractor of an entity who, whether anonymously or not attempts to make or wishes to make a report in connection with reportable conduct and where the Whistleblower wishes to avail themselves of protection against reprisal for having made the report. A Whistleblower may or may not wish to remain anonymous. (*Australia Standard 8004-2003*)
- 1.3. Destiny Rescue is committed to creating an open channel for its staff or otherwise to report concerns or suspect activity.
- 1.4. Destiny Rescue encourages the disclosure of suspect conduct and will ensure the protection of those who report such activity.

2. Scope

- 2.1. All staff members and volunteers

3. Policy Statement

- 3.1. At Destiny Rescue we give an undertaking to all Whistleblower's that we will not take action against them for reporting and we clearly state that all reports will be kept confidential and secure.
- 3.2. A Whistleblower who reports, or seeks to make a report, will be given a guarantee of anonymity if this is desired by the Whistleblower. This provision is subject to circumstances in which the law requires the disclosure of the identity of the Whistleblower in legal proceedings.
- 3.3. Any person who reports reportable conduct as defined by this procedure must not be personally disadvantaged for having made the report by:
 - 3.3.1. Dismissal;
 - 3.3.2. Demotion;
 - 3.3.3. Any form of harassment;
 - 3.3.4. Discrimination; or
 - 3.3.5. Current or future bias
- 3.4. An exception to the above rule: If determined that the whistleblower is deliberately making false claims they will be subject to disciplinary action.
- 3.5. The role of the Whistleblower Protection Officer (WPO) is to investigate the substance of any reports and to safeguard the interests of the Whistleblower.
 - 3.5.1. The WPO has direct unfettered access to independent financial, legal and operational advisers as required, and a direct line of reporting to the CEO as needed.
 - 3.5.2. WPO: Chris Gribble - chris.gribble@destinyrescue.org
- 3.6. On the basis of sufficient evidence in support of matters raised in a report, the WPO determines whether to refer reports for further action or refute these where necessary.
- 3.7. The WPO is to ensure that the Whistleblower is kept informed of the outcomes of the investigation of his/her report, subject to the considerations of privacy of those against whom the allegations are made.
- 3.8. We aim to ensure all employees are continuously aware of whom our WPO is, and the alternative ways in which employees can contact them.

- 3.9. A Whistleblower should report conduct by any person or persons connected with Destiny Rescue which, in the opinion of a Whistleblower acting in good faith is:
 - 3.9.1. Dishonest;
 - 3.9.2. Fraudulent;
 - 3.9.3. Corrupt;
 - 3.9.4. Illegal (including theft, violence or threatened violence, harassment, drug use and criminal damage against property);
 - 3.9.5. In breach of local legislation or local authority by-laws;
 - 3.9.6. Breach of DR's code of conduct;
 - 3.9.7. An unsafe work practice; or
 - 3.9.8. Any other conduct which may cause financial or non-financial loss to Destiny Rescue or be otherwise detrimental to the interests of Destiny Rescue.
 - 3.9.9. Relating to sexual exploitation, abuse or harassment of any person
- 3.10. If the circumstances require, we will consider using alternative forms of reporting such as internal or external auditors.
- 3.11. All reports of the conduct outlined above will be investigated to determine whether there is sufficient evidence to substantiate or refute the allegation by a Whistleblower. The investigation will be conducted by the committee established by the DRI board, depending on the particular circumstances and allegations.
- 3.12. The investigation will not be conducted by a person who may be the subject of the investigation or has inappropriate links or connections (actual or perceived) to the person/s or practice/s under the investigation.
- 3.13. All investigations should be fair, independent and in accordance with best practice. The investigation process should be accountable and open to review. An audit trail must be maintained and critical findings and decisions made during the course of the investigations should be documented.
- 3.14. For all staff members and volunteers, the WPO is:
 - 3.14.1. WPO: Chris Gribble - chris.gribble@destinyrescue.org
- 3.15. In extreme circumstances the Whistleblower may feel that reporting to the WPO is not appropriate, such reports should be directed to the CEO.

4. Policy Review

- 4.1. This document may be changed from time to time in line with current best practice and other requirements, and to ensure that business needs are met. You will be consulted and advised of any changes as far in advance as possible of the change being made.

5. Further Assistance

- 5.1. For further assistance or clarification on this policy, please contact HR at polices@destinyrescue.org

Version:	Author:	Revision Date:	Description of Change:	Approved by:
1.0	Various	16/01/19	Approval	Michelle Winser
1.1	Brent Dykes-Kirwan	09/09/2021	General Updates	Paul Mergard
2.0	Brent Dykes-Kirwan	09/05/22	Review	Tony Kirwan