



WHISTLE BLOWING POLICY [FRG019]

BRITISH TRIATHLON'S VIEWS ON WHISTLE BLOWING

British Triathlon strives at all times to conduct its business with the highest standards of integrity and honesty. It expects all employees to maintain the same standards in everything they do. You are therefore encouraged to report any wrongdoing by British Triathlon or its employees that falls short of these business principles.

The Public Interest Disclosure Act 1988 protects employees who report wrongdoing within the workplace but it is the aim of this policy to ensure that as far as possible you are able to tell us about any wrongdoing at work which you believe has occurred, is occurring or is likely to occur.

We recognise that employees may not always feel comfortable about discussing their concerns internally, especially if they believe that British Triathlon itself is responsible for the wrongdoing. The aim of this policy is to ensure that you are confident that you can raise any matter with British Triathlon that concerns you in the knowledge that it will be taken seriously, treated as confidential and that no action will be taken against you.

You are encouraged to use the procedure set out below if you have any concerns at all about wrongdoing at work, including any criminal offence, a failure to comply with legal obligations, a miscarriage of justice, a health and safety danger, an environmental risk or a concealment of any of these.

If appropriate, discuss the matter with your line manager in the first instance. An informal approach to a line manager will be treated as completely confidential.

If the matter requires further investigation, such an investigation will be carried out and you will be informed of the outcome and what, if any, action has been taken.

If you remain unhappy about the speed or conduct of the investigation or the way in which the matter has been resolved, you should refer the matter to the Chairman. When your complaint has been investigated, you will be informed of the result and what, if any, action has been taken.

British Triathlon undertakes that no employee who makes a bona fide report under this procedure will be subjected to any detriment as a result, in accordance with Section 47B of the Employment Rights Act 1996. In the event that you believe you are being subjected to a

detriment by any person within British Triathlon as a result of your decision to invoke the procedure, you must inform the HR Manager immediately and appropriate action will be taken to protect you from any reprisals.

If it should become clear that the procedure has not been invoked in good faith, for example for malicious reasons or to pursue a personal grudge against another employee, this will constitute misconduct and will be dealt with in accordance with the terms of British Triathlon's disciplinary procedure.

British Triathlon is keen to hear of any concerns that you may have about wrongdoing at work and encourages you to use the procedure described above wherever possible.

British Triathlon recognises there may be matters that cannot be dealt with internally and external authorities will need to become involved. Where this is necessary British Triathlon reserves the right to make such a referral without your consent.

Revised date	-	Adopted by Board	Dec 2014
Reviewed by Board	SMT, TEMB, BTF Board	Review date	Dec 2016