



POLICY	WHISTLEBLOWER POLICY		
DOCUMENT REF	01 WBR PS	EFFECTIVE DATE	11 Feb 2021
RESPONSIBILITY	BOARD	REVISION NO.	Version 1

Purpose and Scope

The purpose of this policy is to:-

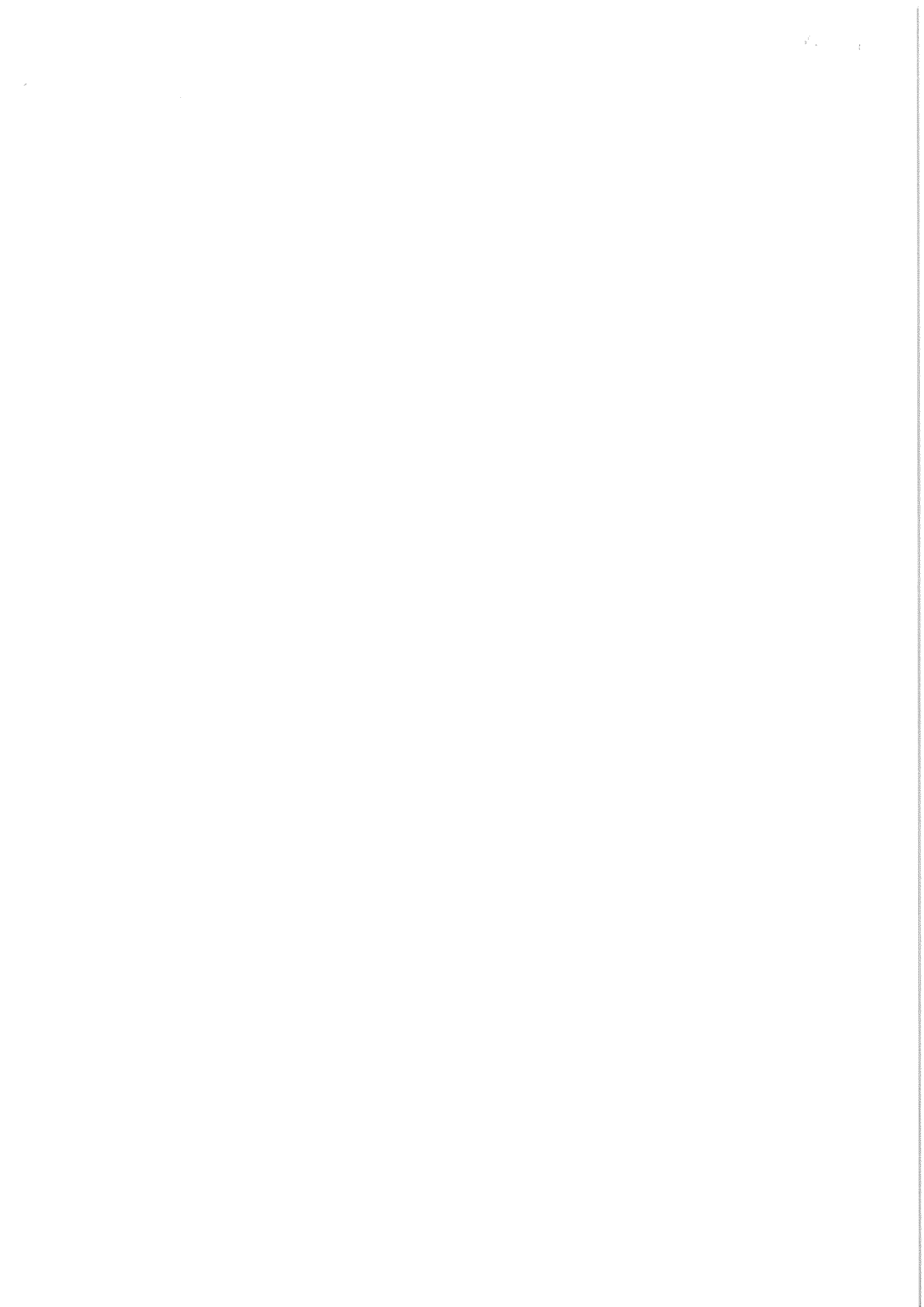
- Encourage and facilitate disclosures of dishonest management, misconduct, inappropriate behaviour, corrupt or illegal activity
- Provide a framework for responding appropriately to reports in a way that will protect the identity of the whistleblower as far as possible
- Help to ensure that The Hut staff and workers maintain the highest standards of ethical behaviour and integrity.

The Hut Board is committed to operating legally, in accordance with applicable legislation and regulations and with Hut policies and procedures, and ethically, in accordance with recognised ethical principles.

All staff members are expected to work with The Hut management in maintaining legal and ethical operations, if necessary by reporting non-compliant actions by others. Staff members who assist in maintaining legal and ethical operations by raising awareness of impropriety should not be penalised in any way.

Definitions

A whistleblower	A Hut staff member, participant or stakeholder who, whether anonymously or not, makes or attempts to make a report in connection with reportable conduct and wishes to avail themselves of protection against reprisal for having made the report.
Legal and ethical operations	Operations which are free from corrupt conduct, fraud or theft, official misconduct, incompetent or dishonest management or administration, harassment or unlawful discrimination, serious and substantial waste of public resources, practices endangering the health or safety of a worker or the general public and practices that endanger the environment.
Staff	Paid employees and volunteers.
Worker	Any person who carries out work for the Hut, including work as a staff member (employee or volunteer), contractor, subcontractor, self-employed person, apprentice or trainee, work experience student or employee of a labour hire company





Background

The Hut is a values-based organisation that prioritises ethical behaviour, transparency, integrity and accountability in all its activities, and values honesty, trust and transparency in its staff.

This policy was developed in accordance with the South Australian Public Interest Disclosure Act 2018 designed to protect those who raise awareness of impropriety in an organisation.

The Hut Board recognises its responsibilities under the Act and encourages the disclosure of information about any illegal activities, unethical conduct, wasting of public funds or mismanagement.

Policy

The Hut Board and management will not tolerate inappropriate behaviour by its workers and, as such, encourage any staff member or member of the public to report any such misconduct that adversely affects, or has the potential to adversely affect, The Hut, staff or the Board either physically, financially or through damaging its reputation.

The Hut, in adhering to the Whistleblower Protection Act 1993, and to encourage and protect those reporting misconduct, will not tolerate the taking of reprisals against those who come forward to disclose such conduct.

It is desirable that disclosures are made to Hut management in the first instance where reports can be investigated confidentially or to the Board in the case of Hut management impropriety.

The Hut Board and staff support responsible disclosures that relate to, but not limited to:-

- Illegal activity
- Behaviour that is considered unethical
- Irregular and unauthorised use of public funds
- Substantial mismanagement of public resources
- Conduct that causes a substantial risk to public health or safety, or to the environment

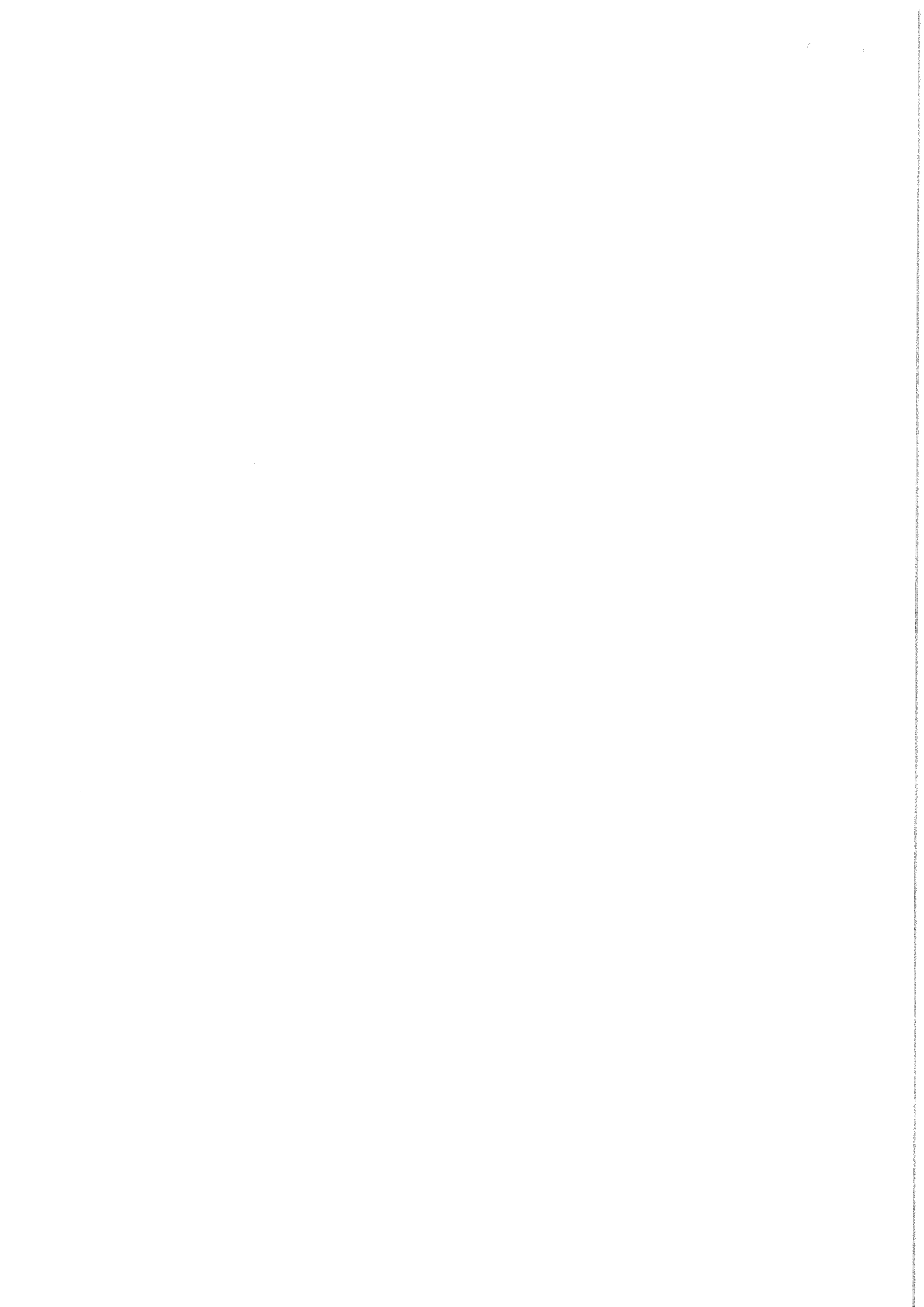
The Hut Board and management will ensure that all whistleblowers are protected from victimisation and every effort will be made to keep their identity confidential.

Objectives

The Policy aims to protect individuals who, in good faith, report conduct which they reasonably believe to be corrupt, illegal or unethical.

Responsibilities

The Board is responsible for adopting the Whistleblower Policy.





The Executive Officer is responsible for the implementation of the Whistleblower Policy and any resulting procedures.

Related Documents	Misconduct and Fraud Procedures Board Code of Practise Agreement Code of Conduct Agreement H.R. Disciplinary Procedures
Legislation & References	Privacy Act 1988 Public Interest Disclosure Act SA 2018 Independent Commissioner against Corruption Act (SA) 2012 Ombudsman Act 1972

Signed on behalf of The Hut Board by the Board Chair:

Name: Loraine F Scheide

Signed: *L F Scheide* Date: 11/2/2021

Date Approved by Board: February 2021

Next Review Date: February 2024

