

WHISTLEBLOWER POLICY

The Library is committed to the highest standards of openness and accountability. An important aspect of accountability and transparency is a mechanism to enable staff and other members of the Library to voice concerns in a responsible and effective manner. When an individual discovers information which he or she believes shows serious malpractice or wrongdoing within the organization then this information should be disclosed internally without fear of reprisal, and there should be arrangements to enable this to be done. This policy ensures that no members of staff should feel at a disadvantage in raising legitimate concerns.

It should be emphasized that this policy is intended to assist individuals who believe they have discovered fraudulent or unethical behavior or impropriety. It is not designed to question financial or business decisions taken by the Library, nor should it be used to reconsider any matters which have already been addressed under harassment, complaint, disciplinary or other procedures.

This policy is designed to enable employees of the Library to raise concerns internally and at a high level and to disclose information which the individual believes shows fraudulent or unethical behavior or impropriety. This policy is intended to cover concerns which are in the public's interest and may at least initially be investigated separately but might then lead to the invocation of other procedures e.g. disciplinary. These concerns could include

- Financial malpractice or impropriety or fraud
- Failure to comply with a legal obligation or statute
- Dangers to health & safety or the environment
- Criminal activity
- Unethical behavior
- Attempts to conceal any of these.

This policy is not intended to prevent or discourage an employee from disclosing information to a government or law enforcement agency if the employee has reasonable cause to believe that the information discloses a violation of state or federal law, rule or regulation.