



Whistle Blowing Policy

in

DIT Students' Union

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1.0 Policy Statement

- 1.1 As a recipient of public funding and an important member of the Institutes community and the wider community, Dublin Institute of Technology (DIT) Students' Union is expected to maintain the highest standards in all of its actions.
- 1.2 DIT Students' Union has strong values and highly ethical. The Union is therefore committed to upholding and promoting the highest standards of behaviour and to preventing, identifying and acting upon corruption, fraud and irregularity.
- 1.3 DIT Students' Union's future, and its ability to deliver its mission statement, rests in large part on maintaining a good reputation with its stakeholders.
- 1.4 DIT Students' Union is based on a strong mission statement; the Union is therefore committed to upholding and promoting the highest standards of behaviour and to preventing, identifying and acting upon corruption, fraud and irregularity.
- 1.5 Elected officers, Directors, staff and volunteers are expected to act with the highest standards of integrity and probity in all dealings to do with DIT Students' Union. The Directors and Managers in particular are expected to lead by example in ensuring that the highest levels of behaviour are adopted.
- 1.6 The establishment of a Whistle Blowing Policy is part of DIT Students' Union's good governance practice.

2.0 Introduction, Definitions and Scope of Policy

- 2.1 The purpose of this policy is to ensure at all times the business of the Students' Union is conducted with probity and that officers and staff members are encouraged to raise genuine concerns about any malpractice at the earliest stage, without fear of repercussion.

3.0 Whistle Blowing Policy

- 3.1 This procedure applies if you are an Officer, Director, or employee and is used when you have grounds to believe that malpractice has occurred or is likely to occur in connection with the Union.
- 3.2 DIT Students' Union will not condone any activity that is illegal or improper, whether it is done by an Officer, Director, or Employee
- 3.3 It is impossible to provide an exhaustive list of the types of activities that might fall within the scope of this policy, but certainly includes acts of fraud, theft, endangering health and safety, failure to comply with legal obligations or instances of sexual impropriety.
- 3.4 This policy does not affect the established Disciplinary procedures for formal complaints, the grievance procedure or DITSU's Respect and Dignity Policy.

- 3.5 Notification to any malpractice regarding an Elected Officer should be made to the Chief Executive. Notification of any malpractice by a staff member or Director should be made to the Chief Executive Officer. Any declaration regarding the CEO should be made to the Chairperson of the Board of DITSU Ltd. All notifications should be made in writing, providing as much information as possible.
- 3.6 The CEO or Chairman of DITSU Ltd will then carry out the necessary investigation into the allegations of malpractice in line with the Students' Union disciplinary procedure.
- 3.7 The notified person will not identify you in any report or recommendation unless you otherwise consent in writing or unless there are grounds to believe you have acted maliciously or for personal gain.
- 3.8 Breach of this policy or malicious intent may lead to disciplinary action against members of staff or other appropriate action against officers/Directors.