

**DiABETES UK**  
KNOW DIABETES. FIGHT DIABETES.



# **VOLUNTEER WHISTLEBLOWING POLICY**

# VOLUNTEER

# WHISTLEBLOWING POLICY

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## 1. Overview

As a charity we aim to meet all of our legal obligations and maintain the highest standards of integrity, honesty and professionalism.

We know that occasionally this might not happen. If this is the case, we want to make it as easy as possible for people to raise any concerns or suspicions they have about the charity, our staff, trustees or other volunteers.

This policy explains what volunteers should do if they have any concerns they would like to raise. It also gives a general outline of the law in this area. This is for guidance purposes only and shouldn't be regarded as a full explanation of the law.

## 2. Taking action

Under the Public Interest Disclosure Act 1998, PIDA for short, you have the legal right to share any concerns about the charity without fear of victimisation or being harmed. In the unlikely event this happens, we will make sure you are not victimised or affected by your whistle blowing. You must reasonably believe that the event has happened, is happening, or is likely to happen in the near future. The concerns covered by PIDA relate to one or more of the events in the list below:

- a criminal offence like fraudulent and corrupt behaviour, including theft, fraud or malpractice
- a miscarriage of justice
- an act creating risk to health and safety
- an act causing damage to the environment
- a breach of any other legal obligation
- trying to cover up of any of the above.

If you believe that one of the above events has happened, is happening or is likely to happen in the near future, you should raise the issue with your local volunteering team. If this is inappropriate, you may also raise your concerns directly with the Head of Volunteering.

We will let you know who will investigate your concerns and advise you how long the investigation will take. You may be asked to put your concerns in writing, provide as much information and evidence as possible, and attend further meetings as part of the investigation. You can be accompanied to any meeting you attend in connection with the investigation.

We will do our best to maintain confidentiality where possible, but this cannot be guaranteed. Depending on the nature of the complaint, the police or a regulator, for example, may need to be involved. Although you may raise your concerns anonymously, it may not be possible to investigate or take further action if you do so.

If you feel that the person with whom you first raised your concern has failed to deal with the issue in the right manner, you should set out your concerns in writing and give them to the Director of Operations or any other member of the Executive team.

Except in exceptional circumstances, you should not share your concerns outside the charity unless you have first provided us with the chance to deal with the problem. This includes talking to anyone from the media.

If you feel that you are unable to raise your concerns within the charity, you may consider raising them with an appropriate authority, for example:

- HM Revenue & Customs (*e.g. for suspected fraud or tax evasion*)
- The Financial Conduct Authority (*e.g. suspected misleading financial advertising*)
- The Charity Commission (*e.g. suspected safeguarding concerns or mismanagement of charitable assets*)
- The Health and Safety Executive (*e.g. suspected incidents or unsafe practices*)
- The Environment Agency (*e.g. suspected damage or danger to the natural environment*).

However, we hope and expect that most concerns raised are solved internally to everyone's satisfaction. People will not be protected by this policy if they tell us something that they know is not true. If this happens, they may be subject to legal action.

### 3. Who to talk to

You can contact the Head of Volunteering, Director of Operations or the Executive team, by calling **0345 123 2399** or emailing **[helpline@diabetes.org.uk](mailto:helpline@diabetes.org.uk)**

**If you have questions relating to this policy, then please contact your local volunteering team.**

### 4. Other volunteering policies and resources

We have a set of volunteering policies and documents that may help you when volunteering with Diabetes UK. These can be found on Assemble, our website or are available from your local volunteering team.

1. Volunteering Policy
2. Keeping Safe, Legal and Healthy Policy
3. Volunteer Expenses Policy
4. How we solve problems together
5. Volunteer Whistleblowing Policy
6. Social Media Policy