Checklist on whistle-blower protection

Criteria	Indicators	1. Met 2. Partially met 3. Not met	Areas of Improvement
1. **Does your organisation have a whistle-blowing policy that protects whistle-blowers from reprisals?**	• Organisational policy protecting whistle-blowers • The policy lists "safeguarding" as an issue of public interest. • The policy clearly protects whistle-blowers from any reprisals and unfair treatment.		
2. **Do you provide mandatory training on whistle-blowing to new trustees/staff/ volunteers when they join the organisation?**	• There's mandatory training of the whistle-blowing policy • That training takes place within the induction period for everyone joining the organisation, regardless of their position.		
3. **Are the reporting procedures in your organisation known and accessible to staff and associated personnel?**	• During their induction staff and associated personnel are informed of their right to be safeguarded by the organisation from all forms of harm. • They are made aware of how to report (written, verbal, etc.), in accessible languages, to whom the report is sent (e.g. Human Resources or Safeguarding Lead) and what can and should be reported to the safeguarding lead		
4. **Are staff confident that the system will support and protect them when they report a safeguarding or other concern?**	• Staff were consulted when the policies and procedures were being developed, so that there is ownership. • Staff surveys indicate staff confidence in the system. • The organisation can demonstrate action is taken swiftly and confidentially whilst protecting the anonymity of the whistle-blower.		
5. **Allegations made maliciously are dealt with which protect the "Subject of Complaint" (the person who had the complaint made against them).**	• The Whistle-blowing policy states that organisations have a responsibility to protect the confidentiality of all persons, including the "Subject of Complaint". • The policy states that if it is found that the allegations were made maliciously, action should be taken against the whistle-blower.		