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Version	2.0
Issue Date	16/12/2023
Approved	MD
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247 ALLIANCE LTD

WHISTLEBLOWING POLICY

WHAT IS WHISTLEBLOWING?

Whistleblowing is the action someone takes to report wrongdoing at work that affects others. For example, it could affect the general public. Legally this is known as 'making a disclosure in the public interest'. The action of whistleblowing is sometimes called 'blowing the whistle'. Whistleblowing encourages and enables employees to raise serious concerns within the organisation rather than overlooking a problem or 'blowing the whistle' outside. Employees are often the first to realise that there is something seriously wrong within the organisation. However, they may not express their concerns as they feel that speaking up would be disloyal to their colleagues or the organisation.

Personal grievances (for example bullying, harassment, discrimination) are not covered by whistleblowing law unless your particular case is in the public interest. If you're not satisfied with how your employer dealt with your concern.

OUR COMMITMENTS

247 ALLIANCE LTD. is committed to the highest possible standards of openness, probity, and accountability. In line with that commitment, we expect employees, and others that we deal with, who have serious concerns about any aspect of the organisations work to come forward and voice those concerns.

WHO DOES THE POLICY APPLY TO?

By law, most people are protected if they make a qualifying disclosure. This includes workers, employees, agency workers, apprentices, NHS practitioners, student nurses, student midwives, police, office holders, self-employed doctors, dentists, ophthalmologists, and pharmacists working in the NHS. Therefore, this policy applies to all employees, (including those designated as casual hours, temporary, agency, authorised volunteers or work experience), and those contractors working for the organisation on the premises, for example, agency staff, builders, and drivers. It also covers suppliers and those providing services under a contract with the organisation.

You're a whistle-blower if you're a worker and you report certain types of wrongdoing. This will usually be something you've seen at work - though not always. The wrongdoing you disclose must be in the public interest. This means it must affect others, for example, the general public. As a whistle-blower, you're protected by law.

COMPLAINTS THAT COUNT AS WHISTLEBLOWING

You're protected by law if you report any of the following:

- a criminal offence, for example, fraud
- someone's health and safety is in danger
- risk or actual damage to the environment
- a miscarriage of justice
- The company is breaking the law, for example, does not have the right insurance.
- You believe someone is covering up wrongdoing.
- Who will not be protected?
- You will not be protected when making a qualifying disclosure if you:

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- commit a criminal offence by disclosing the information – for example, hacking into computer files.
- breach legal professional privilege – for example, if you're a legal adviser and learn about something when giving legal advice.

POLICY AIMS

- Provide avenues for you to raise concerns in confidence and receive feedback on any action taken.
- Ensure that you receive a response to your concerns and that you are aware of how to pursue them if you are not satisfied.
- Reassure you that you will be protected from possible reprisals or victimization if you have a reasonable belief that you have made a disclosure in good faith.

WHAT TYPE OF CONCERNS ARE COVERED?

- All low cases at the start, conduct which is an offence or a breach of law.
- Disclosure related to miscarriages of justice.
- Health and safety risks, including risks to the public as well as other employees.
- Damage to the environment.
- The unauthorised use of public funds.
- Possible fraud and corruption.
- Sexual or physical abuse of clients.
- Other unethical conduct.

NB. Other procedures are available to employees e.g., the grievance procedure which relates to complaints about your employment. This policy also does not replace other complaints procedures which are for public use.

SAFEGUARDS

247 Alliance Ltd recognises that the decision to report a concern can be a difficult one to make. If what you are saying is true, you should have nothing to fear because you will be doing your duty to your employer and those for whom you provide a service. The organisation will not tolerate any harassment or victimisation and will take appropriate action to protect you when you raise a concern in good faith.

CONFIDENTIALITY

All concerns will be treated in confidence and every effort will be made not to reveal your identity if you so wish. At the appropriate time, however, you may need to come forward as a witness. This policy encourages you however to put your name to your concern whenever possible. Please note that you:

- Must disclose the information in good faith.
- Must believe it to be substantially true.
- Must not act maliciously or make false allegations.
- Must not seek any personal gain.

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HOW TO RAISE YOUR CONCERN

You can raise concerns either verbally or in writing with your immediate supervisor/manager. This may depend, however, on the seriousness and sensitivity of the issue involved and who is suspected of the malpractice. For example, you can tell someone else (for example a more senior member of staff) or a prescribed person or body if you believe your concern was not taken seriously or the wrongdoing is still going on. If you believe that management is involved you should approach a more senior level of management. Financial allegations require that the Director of Finance be notified of all financial or accounting irregularities or suspected irregularities

An employee can also contact the Advisory, **Conciliation and Arbitration Service (ACAS)** for help and advice on resolving a workplace dispute. You can also contact third-party organisations such as **Protect** formerly known as **Public Concern at Work (PCaW)** is a whistleblowing charity operating in the United Kingdom. Protect advises individuals with whistleblowing concerns at work, supports organisations with their whistleblowing arrangements, informs public policy and seeks legislative change. Their contact details are:

Website: www.protect-advice.org.uk
Advice line: 020 7404 6609 / 020 3117 2550
Email: whistle@protect-advice.org.uk

Malik Mustafa
Director
05/01/2026

Signed



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