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Node4 Public Interest Disclosure Policy

Node4

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Public Interest Disclosure ('WHISTLEBLOWING')

What this policy covers

The **Public Interest Disclosure Act 1998** is a key piece of legislation protecting individuals who 'blow the whistle' in the public interest.

Node4 constantly strives to safeguard and act in the interest of the public and its employees. It is important that any fraud, misconduct, or wrongdoing, by employees or other agents, is reported and properly addressed.

This policy applies to all employees and all other agents of Node4, who are encouraged to raise concerns in a responsible manner ensuring transparency.

Individual responsibility

Any concern that is reasonably believed to be against the public interest should be reported, in that the practice or action is:

- a criminal offence
- a failure to comply with any legal obligation.
- a miscarriage of justice
- a danger to the health and safety of any individual
- that the environment is being or is likely to be, damaged.
- an attempt to conceal information on any of the above

Any individual raising legitimate concerns under this policy will not be subject to any detriment, either during or after employment. Node4 endeavour to ensure that the individual is protected from any intimidation or harassment by any other parties. Victimisation of an individual making a disclosure will be discouraged through disciplinary action which may include dismissal for gross misconduct.

Procedure

Concerns should be raised through line managers or if they are implicated through HR or compliance@node4.co.uk.

Any matter raised under this policy will be investigated promptly and confidentially. The outcome of the investigation, as well as any necessary remedial action to be taken, may not be shared verbally but will be included in the report.

Allegations regarding potential breaches of this policy will be treated in confidence and investigated thoroughly.

Escalating concerns

Dissatisfaction of outcome can be escalated to a more senior person within Node4.

If appropriate remedial action has not been taken, the matter can be reported to the following authorities:

- HM Revenue & Customs
- the Financial Conduct Authority
- the Prudential Regulation Authority
- the Health and Safety Executive
- the Environment Agency or Scottish Environmental Protection Agency
- the Information Commissioner
- the Care Quality Commission
- the Care Inspectorate
- Healthcare Inspectorate Wales

Whistle blowers should not disclose to a non-relevant third party any details of any concern raised in accordance with this policy or publicise.

A. Gilbert

Andy Gilbert CEO

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