

## Definition

Whistleblowing is the name given to the act of the disclosure of information to the employer or the relevant authority by an individual who knows, or suspects, that the Company is responsible for or taken part in some wrongdoing.

Those making qualifying disclosures are protected against dismissal or detriment by The Public Interest Disclosure Act 1998.

## Qualifying disclosures

Certain disclosures are prescribed by law as “qualifying disclosures”. A “qualifying disclosure” means a disclosure of information that the employee genuinely and reasonably believes is in the public interest and shows that the Company has committed a “relevant failure” by:

- committing a criminal offence
- failing to comply with a legal obligation
- a miscarriage of justice
- endangering the health and safety of an individual
- environmental damage or
- concealing any information relating to the above.

These acts can be in the past, present or future, so that, for example, a disclosure qualifies if it relates to environmental damage that has happened, is happening, or is likely to happen. The Company will take any concerns that you may raise relating to the above matters very seriously.

Employees must reasonably believe that the disclosure is “in the public interest”. We encourage you to use the procedure to raise any such concerns.

## The procedure

On the footer of the allmanhall website ([www.allmanhall.co.uk](http://www.allmanhall.co.uk)), there is a link to our whistleblowing tool. Fill the relevant sections and send the online form, and the disclosure will be examined by allmanhalls human resources team. All disclosures will be kept confidential.

## Treatment by others

Bullying, harassment or any other detrimental treatment afforded to a colleague who has made a ‘qualifying disclosure’ is unacceptable. Anyone found to have acted in such a manner will be subject to the Company’s Disciplinary Policy and Procedure.