***Appendix 1*: Examples of Whistleblowing**

Below are example scenarios of the types of issues that may be covered under the Whistleblowing policy.

Example 1

An individual reports that serious health and safety rules are being breached by others in order to cut down on time spent at jobs. The manager rejects the allegation and subsequently reprimands the individual.

Example 2

An individual raises a concern because Council Officials are receiving gifts and hospitality in exchange for their issue being given priority over others.

Example 3

An individual discloses that a manager is putting pressure on their team by instructing them to continually work 60 hours per week to cover for shortfalls in staff. In doing so they are in breach of the Working Time Regulations.

Example 4

An individual has raised a concern because a manager employs a group of waiting staff to cover busy periods. This group of staff does not have the legal right to work in the UK and no recruitment checks have been carried out.

Example 5

An individual has raised a concern because an employee has been disposing of toxic chemicals inappropriately causing potential contamination to the public water supply.

Example 6

An individual has raised a concern that a manager has been hiring an external trainer who is a friend of theirs, instead of using the internal training team to deliver in-house training, which is on suspicious terms. The manager has been booking more courses than are required and paying the trainer full fees for courses which are subsequently cancelled.

Example 7

An individual has raised a concern regarding the inappropriate storage of meat potentially causing cross contamination. Meat deliveries are constantly left unrefrigerated and on the floor and frozen produce left to defrost before being returned to the freezer.

Example 8

An individual is aware that clients’ personal files and data have been disposed of inappropriately and in breach of the Data Protection Act.