



RFAA WHISTLE BLOWING POLICY

The Royal Fleet Auxiliary Association charity encourages members to be alert to any potential malpractice within the organization at branch or national level and to report any such concern to RFAA officials.

This policy is to assist individuals who believe they have discovered a malpractice or impropriety. It is not intended to question financial or business decisions taken by the Association nor used to reconsider any matters that have been addressed under any other procedures such as harassment.

Procedure

Members should use the whistle blowing procedure rather than air their uninvestigated issues out with the association.

The whistle blowing procedure is to assist members in disclosing specific categories of malpractice relating to, but not limited to, such concerns as financial malpractice, fraud, failure to comply with legal obligation or deliberate concealment of information relating to any of the above information.

Concerns should be brought to the attention of the local Branch Chair, if the perceived problem is at branch level or to the RFAA Chair and/or Deputy Chair if at national level. If the complaint involves both the RFAA Chair and Deputy Chair it should be reported to one of the other Trustees for investigation. This should be done immediately they become aware of any issues of malpractice that give them concern. They can request that their concerns are treated in confidence which will be respected as long as it does not hinder any subsequent investigation. Anonymous concerns do not carry the same credibility as concerns that have names appended to the disclosures.

The person responsible for carrying out the investigation must deal with this promptly, with assistance as necessary, and render a report to the Chair unless this is a conflict of interest.

If the complainant is not satisfied with the outcome, they have the right to refer the matter to an outside authority. Advice on this is contained within the Charity Commission website. The Charity Commission require that complaints have been reported and investigated internally before they will instigate further action.

R Bennett
Chair RFAA

14th November 2019

Review by: November 2022