

Whistleblowing

If you become aware of any wrongdoing, dishonesty or illegal activity by anyone concerned with the MND Association, please report it to the member of staff you see most often. If the problem relates to that staff member, please go to a relevant member of senior staff or contact the Head of Volunteering. You can notify the Association by phone, email, post or in person. You may also always raise a whistleblowing issue with any director or trustee of the Association.

The kind of issues that are subject to this procedure are;

- A criminal offence has been committed, is being committed or is likely to be committed.
- The health or safety of any individual has been or is likely to be endangered.
- The environment has been, or is being damaged.
- A code of practice that the Association is regulated against, such as the Fundraising code of practice, has been breached or is likely to be breached.
- Someone has been or is being bullied, harassed or in any way intimidated.

It is not necessary for the person raising the concern to have proof that such an act has been, or is likely to be, committed - a reasonable belief is sufficient. The person raising a concern is not responsible for investigating the matter. It is the Association's responsibility to ensure that an appropriate investigation takes place.

Anyone raising a concern will be protected from victimisation or harassment as result of making the Association aware of a problem. Any staff involved will be clearly instructed not to allow your reporting of an issue to affect their working relationship with you or their attitude towards you.

The Association will take your concerns very seriously and will investigate any situation that you report, confidentially and impartially. It will also be done in a fair, thorough and prompt manner. Where appropriate, staff will be dealt with in accordance with the Association's disciplinary policy and volunteers with reference to the Concerns about Volunteers process. At any point in the process, the matter may be referred to the police if there is evidence of criminal activity. Investigations using these procedures will not hinder nor prejudice a formal police investigation.

We will keep you informed of the progression of any investigation where possible. If you are unsatisfied with the outcome of the investigation, you may pass your comments to the line manager of the person who carried out the investigation who will review and, if required, re-investigate.

If you consider the Association's investigations or their outcomes to be inadequate or you are unhappy with the outcome, please raise your concern with the Chief Executive or Chair of Trustees. If you are unhappy with the Association's response you may also escalate your concern to the Fundraising Regulator, where relevant, or the Charity Commission.

For more information please contact the Volunteering Team:

Email: volunteering@mndassociation.org

Phone: 0345 6044 150

