

# Whistleblowing Policy

This policy applies to everyone who carries out work for or is affiliated with Eudaimonia Medical Services (EMS)

## What is Whistleblowing?

Whistleblowing is the unveiling of information which relates to suspected wrongdoing or malpractice by that organization someone is working for. Individuals should be listened to when they are raising those concerns.

## Policy

This policy is designed to ensure that individuals can raise concerns they have about wrongdoing or malpractice within EMS. This policy will be reviewed regularly.

## Policy aims

- To provide staff members and volunteers guidance on how to raise those concerns
- To encourage staff members and volunteers to report suspected wrongdoing in the knowledge that their concerns will be taken seriously and investigated appropriately

## Principles

- All the staff members and volunteers shall be aware of the relevance of preventing wrongdoing or malpractice at work. Everybody working for the organization is required to carefully pay attention in case of unethical conduct and report it immediately to a member of the management team
- Any concern will be investigated vigilantly and promptly. The result will be reported back to the person who raised the issue.
- Nobody will be victimized for raising a concern of wrongdoing or malpractice

## **Procedure**

The mission of this procedure is to unveil matters other than a breach of the employment contract, which should be raised via the grievance procedure.

If any issues occur that might raise concerns promptly report the event or suspected person including their actions to your supervisor. If you are uncomfortable reporting to your direct supervisor, go to the next highest rank or to a person in another position.

This includes the board of members and the founding director who will always make time to listen. The person you report to will arrange the investigation of the matter and shall act promptly to resolve the issue. This may require you to give a written statement.

Any investigation following a concern will be carried out in accordance with the principles set out above. The founding director will take any necessary and required action, this includes reporting matters, and demanding appropriate or regulatory agencies if applicable. The outcome of any investigation will be reported back to you. If no further actions will be taken on an issue, there will be a statement as to why this might be.

Your voice will be heard, and your concerns are taken very seriously.

Always speak up.