



Whistle Blowing Policy

Introduction

Triathlon Ireland is committed to fostering a culture of transparency, accountability, and ethical conduct. This Whistleblowing Policy is designed to encourage and enable individuals to report concerns about malpractice, risks, or wrongdoing in the workplace in a confidential, protected, and effective manner.

This policy is aligned with the **Protected Disclosures Act 2014**, as amended by the **Protected Disclosures (Amendment) Act 2022**, ensuring compliance with Irish law and best practices for whistleblower protection.

Purpose

The purpose of this policy is to:

- Provide a clear process for reporting concerns related to malpractice, risks, or wrongdoing.
- Protect individuals who report concerns in good faith from retaliation or adverse treatment.
- Ensure that all reports are handled confidentially, impartially, and promptly.
- Align with statutory protections under Irish whistleblowing legislation.

This policy does not cover personal grievances unrelated to public interest disclosures. Such matters should be addressed through the organisation's grievance procedures.

Scope

This policy applies to all employees, board members, volunteers, contractors, trainees, and other individuals associated with Triathlon Ireland (collectively referred to as "workers").

Examples of concerns that may be reported under this policy include but are not limited to:

- General malpractice, including immoral, illegal, or unethical conduct.
- Danger to health and safety.
- Environmental harm.
- Breach of legal obligations.
- Negligence or financial misconduct.
- Bribery and corruption.
- Violations of audit regulations or organisational codes of conduct.

Reporting Channels

Workers can report concerns through the following channels:

- **Line Manager:** The first point of contact for raising concerns.
- **Operations Manager or CEO:** If the worker is uncomfortable reporting to their line manager.
- **President of the Board:** If other channels are deemed inappropriate.
- **Anonymous Reporting:** Reports can be submitted anonymously through secure channels.

External Reporting: If internal channels do not resolve the concern, or the worker feels uncomfortable reporting internally, disclosures can be made to prescribed bodies such as:

- **Sport Ireland**
- **Department of Sport**
- A full list of prescribed persons under the Protected Disclosures Act is available [insert link or reference].

Confidentiality and Anonymity

Triathlon Ireland will treat all whistleblowing disclosures as confidential. The identity of the whistleblower will only be disclosed if:

- Explicit consent is provided by the whistleblower.
- Disclosure is required by law or regulatory obligation.

Anonymous disclosures will be investigated to the extent possible; however, anonymity may limit the ability to provide updates or seek further clarification.

Protections for Whistleblowers

Whistleblowers who make disclosures in good faith are entitled to statutory protections, including:

- Protection from retaliation, including dismissal, harassment, or other detrimental treatment.
- Maintenance of confidentiality, except where disclosure is required by law.

Any retaliation against a whistleblower will result in disciplinary action, up to and including dismissal.

Whistleblowers found to have made malicious or knowingly false reports may be subject to disciplinary action.

Investigation Process

1. **Acknowledgment:** Whistleblowers will receive an acknowledgment of their disclosure within five business days.

2. **Investigation:** The report will be assessed to determine the appropriate course of action. Investigations will be carried out impartially and confidentially.
3. **Outcome:** Whistleblowers will be informed of the investigation's outcome, subject to confidentiality and legal restrictions.
4. **Actions:** Possible actions include disciplinary measures, procedural changes, or referrals to regulatory authorities. No action will be taken if the allegations are unfounded.

Record-Keeping

All whistleblowing disclosures will be recorded in a central register maintained by the CEO. Records will include:

- Date of disclosure.
- Nature of the concern.
- Investigation outcome.

Regular reports on whistleblowing disclosures will be provided to the Board to ensure transparency and oversight.

Training and Awareness

Triathlon Ireland will provide regular training to employees and stakeholders on this policy, whistleblowing protections, and the reporting process. This policy will be made accessible through internal platforms and induction programs.

Contact Information

Questions or concerns regarding this policy should be directed to:

CEO, Triathlon Ireland

Email: ceo@triathlonireland.com

This policy will be reviewed annually and updated to reflect changes in legislation or organisational requirements.