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- 1.1 The University is committed to the maintenance of the highest standards. It seeks to conduct its affairs in a responsible manner taking into account the requirements of the funding bodies and general guidance and legislation on standards in public life, particularly in regard to probity, openness and accountability.
 - 1.2 This policy and procedure is designed to allow concerns of public interest arising from the business and conduct of University affairs to be raised, investigated and where appropriate, acted upon.
 - 1.3 This policy and procedure has been developed following publication of the Public Interest Disclosure Act 1998 (PIDA) which became effective on 2 July 1999.
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- 2.1 The purpose of the procedure is to enable all staff and certain other contracted persons, with reasonable evidence or belief about suspected malpractice within the University, to raise their genuine concerns without being subject to any detriment, including victimisation and disciplinary action up to and including dismissal.
 - 2.2 Complaints may be made by any member of staff, student, governor or those contracted to provide services to the University. Complaints that are not of a public interest will be dealt with by other procedures of the University.
 - 2.3 Concerns about what is happening at the University can usually be dealt with through the normal channels of communication (through line managers or the People Team) and existing University procedures, as part of a commitment to continuous improvement. However, there may be times when members of the University feel that using existing procedures would be inappropriate or could in some way put their own position at risk. In those circumstances, this policy provides an alternative.
 - 2.4 The aims of this policy are to:

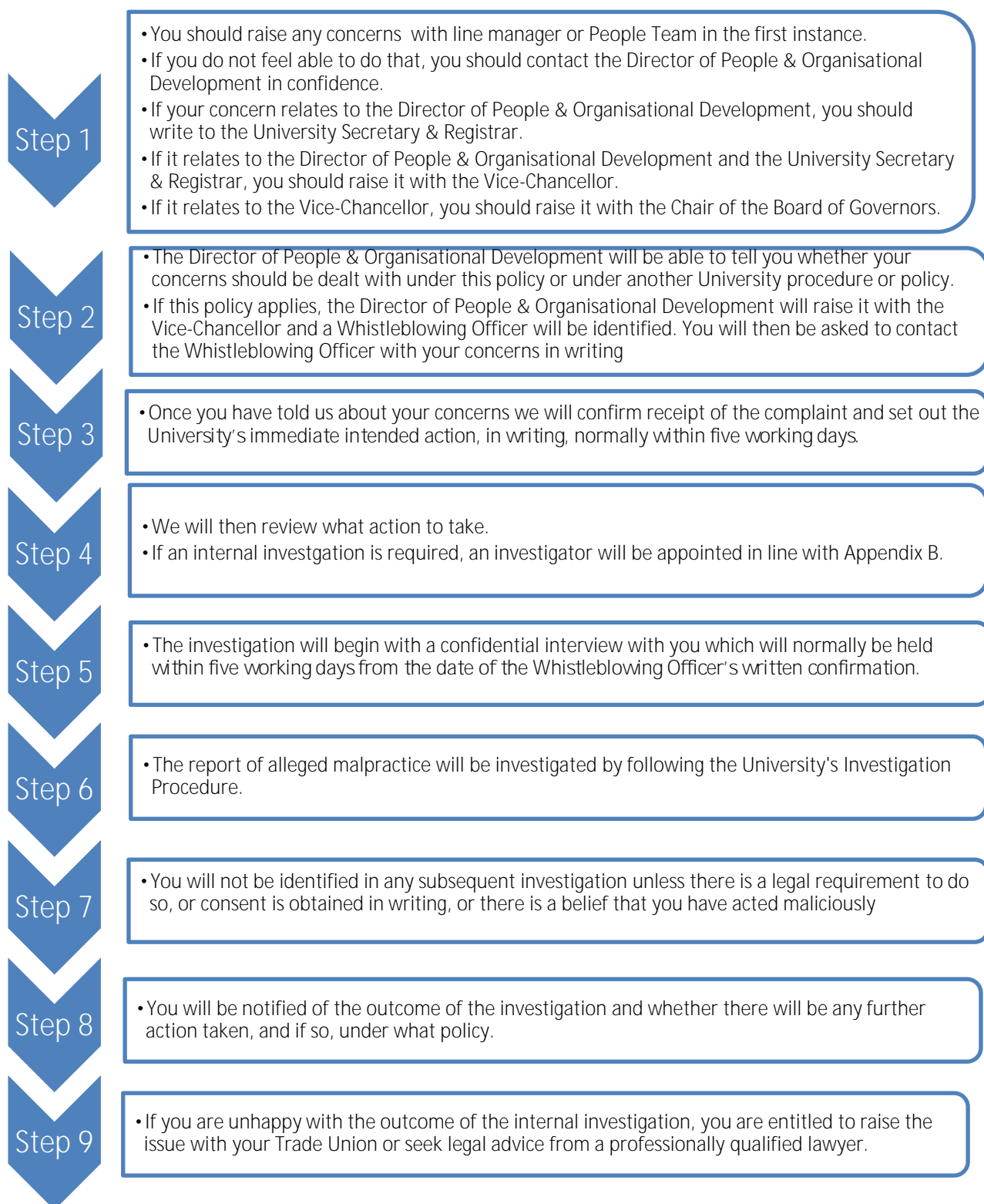
3.2 The Director of People & Organisational Development is responsible for managing the policy and for keeping a confidential record of all concerns raised and investigations carried out. They are required to deliver a report to the Board on concerns raised, investigations made and outcomes on an annual basis. The report will not contain the names of those involved.

3.3

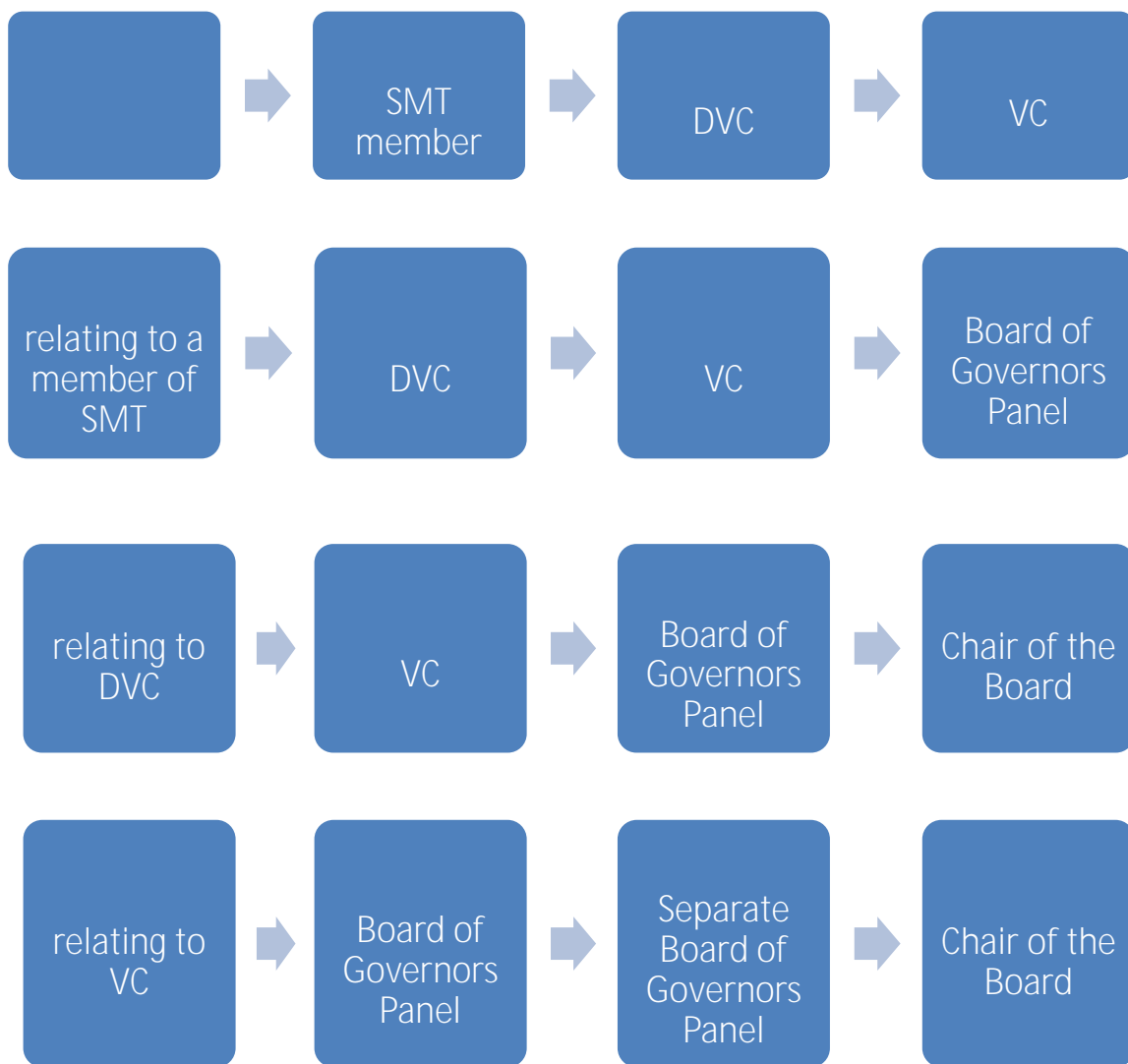
University web pages. They will be able to tell you whether your concerns should be dealt with under this policy or under another University procedure or policy.

7.2 If your concern relates to the Director of People & Organisational Development, you should write to the University Secretary & Registrar. If it relates to the Director of People & Organisational Development and the University Secretary & Registrar,

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The report of alleged malpractice will be investigated by the Vice-Chancellor or other designated senior manager as appropriate, by following the University's agreed formal Disciplinary Procedure where the nature of the complaint and/or initial investigation concerns a qualifying disclosure and appears serious enough to warrant its immediate use. The individual investigating such a complaint will not be the person who will decide the outcome of the complaint – the process will be considered by a Hearing as set out in the University's formal Disciplinary Procedure.



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