



UNITED IN ENDEAVOUR

CAMBRIDGE UNITED FOOTBALL CLUB

WHISTLEBLOWING POLICY

1 INTRODUCTION

- 1.1 Cambridge United Football club ("the Club") is aware of its obligations to ensure the trust and confidence of all its employees whilst at work and to ensure that there are mechanisms in place for employees to raise any issues of malpractice in accordance with the Public Interest Disclosure Act 1998.
- 1.2 The Club has adopted the following to ensure appropriate mechanisms are in place for reporting such issues, for the investigation of any 'whistleblowing' issues raised by employees, and to ensure that employees are protected from any detriment as a consequence.

2 WHISTLEBLOWING POLICY

- 2.1 The Club is committed to the highest standard of performance, conduct and openness. The Public Interest Disclosure Act 1998 (PIDA) is designed to protect employees and other workers who disclose genuine concerns, which seem to involve unlawful conductor or financial malpractice, from victimisation. The disclosure of wrongdoings is commonly known as 'whistle blowing'.
- 2.2 This policy is not designed to use for employee with a grievance, where the Club's Grievance Policy would apply, but to deal with genuine concerns relating to corporate failures in areas such as financial and/or legal obligations with which the Club is failing to comply, or where records are being deliberately falsified.
- 2.3 Raising a Whistleblowing Complaint and Dealing with the Complaint

If any employee is concerned about possible financial irregularity, failure to comply with legal obligations, concealing evidence, or compliance issues, s/he should raise his/her concerns with the CEO in the first instance. If the employee is not comfortable to raise the issue with the CEO s/he should contact the Chair of Directors.

On receipt of a complaint the Club will set up an appropriate investigation process and will seek, where possible, to protect the confidentiality of the employee who has raised the concern.

If the investigation reveals any evidence that the employee's concern was founded any necessary action will be taken as quickly as possible.

Whistleblowing complaints will always be taken seriously and any employee who makes a whistleblowing complaint will be protected from detriment and dismissal. The victimisation or harassment of a whistleblower will be considered a disciplinary offence. However, an employee who knowingly makes a false accusation in accordance with this policy could be subject to disciplinary action in accordance with the Club's Disciplinary Policy.

- 2.4 Where the issue of concern is so serious that the employee does not feel able to report it to an employee of the Club s/he may obtain free, confidential advice from the independent charity Public Concern on 020 7404 6609.

3 IMPLEMENTATION AND ENFORCEMENT OF THE POLICY

3.1 The CEO, Directors and line managers are responsible for the effective maintenance of this policy.

3.2 Employees should report any concerns of the nature described in this policy as identified in the policy.