

Youth Charter Whistleblowing Policy

Purpose:

The Youth Charter is committed to maintaining the highest standards of integrity, accountability, and ethical conduct. The Whistleblowing Policy is designed to provide a mechanism for individuals to report any concerns regarding suspected wrongdoing, unethical behaviour, or violations of policies and procedures, without fear of retaliation.

Scope:

This policy applies to all members, employees, volunteers, contractors, suppliers, and stakeholders of the Youth Charter.

Policy Statement:

1. Reporting Mechanism:

a. The Youth Charter encourages individuals to report concerns through the following channels:

- Directly to their immediate supervisor or manager
- The designated Whistleblowing Officer
- An alternative designated contact person, if the concern involves the immediate supervisor or manager

b. The Youth Charter provides multiple reporting options, including in-person, written, or electronic means, to ensure confidentiality and ease of reporting.

2. Protection Against Retaliation:

a. The Youth Charter strictly prohibits retaliation against individuals who report concerns in good faith. Retaliation includes, but is not limited to, adverse employment actions, harassment, or discrimination.

b. Any individual found to engage in retaliation will be subject to disciplinary action, up to and including termination or legal consequences.

3. Confidentiality and Anonymous Reporting:

a. The Youth Charter recognises the importance of confidentiality in whistleblower reporting. All reports will be treated with the utmost sensitivity and disclosed only to those individuals who need to be involved in the investigation and resolution process.

b. Anonymous reporting is also permitted and protected under this policy. Individuals may choose to report concerns without disclosing their identity. However, providing contact information can facilitate the investigation and allow for follow-up, if necessary.

4. Investigation and Resolution:

a. The Youth Charter will promptly investigate all reports received under this policy. The investigation will be conducted impartially, objectively, and with due confidentiality.

b. Individuals who make reports are encouraged to provide as much detail and supporting evidence as possible to assist in the investigation process.

c. The Youth Charter will take appropriate action based on the outcome of the investigation. This may include disciplinary actions, corrective measures, or changes in policies and procedures to prevent future incidents.

5. False Reporting:

- a. False reporting, made knowingly or with malicious intent, is strictly prohibited and may result in disciplinary action, up to and including termination or legal consequences.
- b. Good faith reporting, even if the concerns are ultimately unfounded, will not be subject to disciplinary action.

6. Non-Retaliation Obligation:

- a. All individuals within the Youth Charter have an obligation to cooperate with investigations and not engage in any form of retaliation against those involved in the reporting or investigation process.
- b. Failure to comply with this obligation may result in disciplinary action.

7. Awareness and Training:

- a. The Youth Charter will provide regular training and awareness programs to ensure that all individuals are informed about the Whistleblowing Policy, including the reporting channels and protections against retaliation.
- b. This policy will be communicated to all members, employees, volunteers, contractors, suppliers, and stakeholders through appropriate means, such as employee handbooks, orientation programmes, and the organisation's website.

Conclusion:

The Youth Charter is committed to creating a safe and ethical environment for all individuals associated with the organisation. The Whistleblowing Policy promotes transparency, integrity, and accountability by providing a platform for reporting concerns and ensuring that appropriate action is taken to address any wrongdoing.