

WHISTLEBLOWING

POLICY

1. Policy Principles

The Crown Prosecution Service (CPS) is committed to ensuring high standards of conduct in all that it does. For civil servants, these standards are reinforced by the Civil Service Code and the departmental Code of Conduct. However, wrongdoing can occur. It is important that employees know what to do if, in the course of their work, they come across something that they think is fundamentally wrong, illegal or endangers others within the department or the public. The Policy, Procedures and Frequently Asked Questions will guide employees through the process of raising a concern, which is sometimes referred to as 'blowing the whistle'.

The CPS seeks to minimise the risk of malpractice and breaches of legislation through the use of this policy. The CPS is committed to best practice and the highest standards of openness, probity and accountability in the delivery of its services.

Therefore, the following principles underpin this policy:

- Employees are encouraged to raise any concerns they may have about wrongdoing as soon as they notice it;
- Employees raising a concern will be afforded protection as detailed in the Procedure;
- All concerns will be handled responsibly, professionally and in a positive manner;
- Provide help and support to employees where concerns are raised under this policy and procedure without fear of repercussion;
- Support managers in dealing appropriately with such concerns raised with them.

2. Scope of Policy

The Whistleblowing Policy applies to all CPS employees, workers such as secondees, agency workers, external consultants and service providers.

This policy does not cover personal grievances including complaints about employment matters, which will be covered under the Grievance Policy.

3. Policy Summary

Key areas covered by this policy and its procedures include:

- What is a relevant concern;
- How to raise such a concern;
- How it is handled;
- Confidentiality and anonymity;
- Provision of protection and support to employees.