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## PROTECTED DISCLOSURES POLICY

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Approved By: Board  
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### 1 PURPOSE

Westernport Water is committed to the aims and objectives of the *Protected Disclosure Act 2012* ("the Act"). This policy ensures openness and accountability by encouraging people to make disclosures of improper conduct, and protects those people when they do.

### 2 SCOPE

This policy applies to all staff, officers and directors.

### 3 POLICY APPLICATION

Westernport Water does not tolerate improper conduct by its employees, officers, volunteers, contractors or directors, nor the taking of reprisals against those who come forward to disclose such conduct.

Westernport Water recognises that employees against whom disclosures are made must also be supported during the handling and investigation of disclosures and will afford such person(s) natural justice.

Westernport Water will take all reasonable steps to ensure the confidentiality of the person who is the subject of the disclosure during the assessment and investigation process.

In some circumstances investigations may not substantiate a finding of improper or corrupt conduct or detrimental action. In such cases, Westernport Water will take all reasonable actions to ensure that the fact that the investigation took place, the results of the investigation and the identity of the person(s) involved will remain confidential.

The method in which Westernport Water will handle Protected Disclosure activities is defined within the Protected Disclosure Standard Operating Procedure.

### 4 APPLICABLE LEGISLATION, REGULATION AND STANDARDS

Westernport Water's Protected Disclosure Policy responds to the Corporation's governing bodies' requirements and the principles of good corporate governance.

The following WPW documents must be considered when editing this policy. Any changes made to this document are to be reflected in and/or aligned to:

- Protected Disclosure Act 2012 (Vic)
- Protected Disclosure Standard Operating Procedure
- Fraud & Corruption Policy
- Gifts, Benefits and Hospitality Policy