



**Introduction:**

Sligo CIL is determined to ensure that employees are knowledgeable of their rights and responsibilities in relation to disclosures.

In line with legislation, all employees who make a protected disclosure of relevant information will have legal protection from being penalised as a result of making that disclosure. In order to benefit from this legal protection the employee must show that they had a reasonable belief that a relevant wrongdoing had occurred, or was likely to occur, and that this relevant wrongdoing came to their attention during the course of their employment.

**Relevant Wrongdoings:**

Relevant wrongdoings afford employees some protection under law, definitions of relevant wrongdoings for the purposes of this are:

- an offence has been, is being, or is likely to be committed,
- a person has failed, is failing, or is likely to fail to comply with any legal obligation, other than one arising under the worker's contract of employment or other contract whereby the worker undertakes to do or perform personally any work or services,
- a miscarriage of justice has occurred, is occurring, or is likely to occur,
- the health or safety of any individual has been, is being or is likely to be endangered,
- the environment has been, is being, or is likely to be damaged,
- an unlawful or otherwise improper use of funds or resources of a public body, or of other public money, has occurred, is occurring, or is likely to occur,
- an act or omission by, or on behalf of a public body is oppressive, discriminatory, grossly negligent or constitutes gross mismanagement,
- information tending to show any matter falling within any of the preceding paragraphs has been, is being, or is likely to be concealed or destroyed.

**Disclosure Criteria:**

The disclosure must be where the employee believes:

- the disclosure relates to a relevant wrongdoing as defined above,
- the information disclosed, and any allegation contained in it, are substantially true.

If these criteria are fulfilled, the employee is not liable for damages by making a protected disclosure nor shall they be penalised by their employer for having done so.

**Procedure for making a disclosure:**

If you wish to make a disclosure you must in the first instance report any concerns you may have to the CEO who will treat the matter with complete confidence, and will protect your identity.

Where you reasonably believe that the relevant wrongdoing which the disclosure tends to show relates solely or mainly

- a) to the conduct of a person other than your employer, or
- b) to something for which a person other than your employer has legal responsibility,

you should raise the matters with a person not affiliated with Sligo CIL, e.g. the Gardai, a Legal Advisor, the Minister, Revenue, Health and Safety Authority or Social Services Department.

**General Notes:**

We encourage you to use the above procedure if you are concerned about any wrong doing at work. However, if the procedure has not been invoked in good faith (e.g. for malicious reasons or in pursuit of a personal grudge), then it will make you liable to immediate termination of employment or such lesser disciplinary sanction as may be appropriate in the circumstances.

Approved by:  
Maria Mulligan, CEO, SCIL  
Date: April 2021