

# WHISTLEBLOWER

## **PROGRAM**

Canterbury League Club is committed to maintaining the highest standards of ethical conduct and compliance with all applicable laws and regulations.

Our reputation as a community leader is central to our Values, and we are committed to maintaining it.

We provide this anonymous and confidential hotline, managed independently by our integrity partners Core Integrity, for the reporting serious concerns or breaches of our Constitution, Code of Conduct, or business practices.

Core Integrity's team is trained to handle complex, sensitive issues with complete confidentiality. Where appropriate, the Speak Up Hotline is available as a secure way to report concerns.

# — WHAT —— CAN I REPORT?

Be a breach of corporations, finance, or insurance legislation

Contravene Canterbury League Club Code of Conduct Be a danger to the public

Be financial malpractice, impropriety, or fraud

Be a breach of the laws, regulations or rules governing employment or the workplace

To receive protection, as a Whistleblower under the Whistleblower legislation, and under Canterbury League Club Whistleblower Policy, the conduct being reported must:

### WHO

#### DOES THE PROGRAM SUPPORT?



Canterbury League Club employees, officers, or the relatives, dependents or spouse of any individual above



Contractors of Canterbury League
Club and their employees



Suppliers of goods and services to Canterbury League Club, and their employees

## — WHAT

# DO YOU NEED TO DO TO RAISE YOUR CONCERN?



Report to your manager first, unless if unsafe or not feasible



Gather any materials to support (e.g., documents, emails, potential witnesses)



Reference the Whistleblower Policy



Note the names of the people involved



Determine the nature of the improper conduct, and when it has occurred or is likely to occur.

# WHERE DO YOU REPORT THE ISSUE?

### EXTERNAL

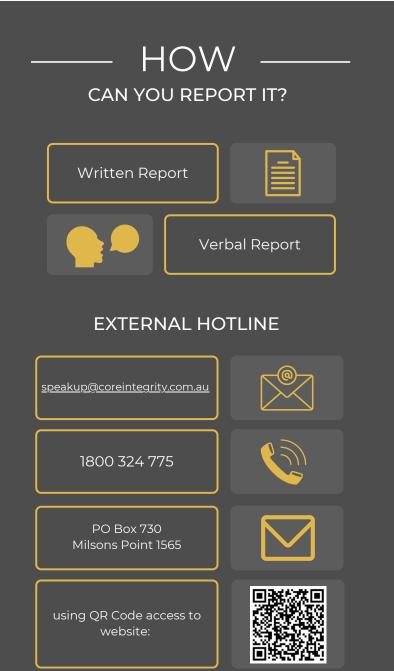




#### INTERNAL









Matter is assessed to determine whether it qualifies for protection and whether an investigation is required\*



(ACA)

If consent is given, there is regular, appropriate, and confidential contact with the discloser by the Whistleblower Protection Officer (WPO)

Actions will be undertaken in a timely manner. (Timelines will vary depending on the circumstances)



### PROTECTING YOU IS PARAMOUNT

Your confidentiality is assured regardless of the reporting method you choose.

Reports can be made anonymously, through the external hotline.

Where your disclosure meets the criteria in the Whistleblower Policy, you are protected from:



Claims of contractual breaches and other civil claims



Termination of Employment Contract or supplier contract



### WHAT OUTCOME WOULD YOU EXPECT?

Matters will be documented and stored in a secure location. Your identity can only be disclosed by Canterbury League Club if:





Required by a legal practitioner for advice relating to Whistleblower laws.



It has been requested by ASIC, APRA, or AFP

The protected matter review team (Canterbury League Club Whistleblower Investigation Officer or External Reporting channel) may disclose the matter (but not the identity of the discloser) to:





People who are relevant to the matter for the purpose of conducting the investigation



A person who is alleged to have acted improperly, to allow the person an opportunity to respond



HR, managers, employees or external investigators, as needed to conduct an investigation

### **HONESTY & INTEGRITY**

TO OPERATE WITH HONESTY AND INTEGRITY IN ALL OUR BUSINESS DEALINGS

