

WHISTLEBLOWING POLICY & PROCEDURE

SEARRP is committed to allowing individuals to safely raise concerns of inappropriate conduct by employees of SEARRP, our partners and people associated with SEARRP, without fear of retaliation. Inappropriate conduct in the workplace includes (but is not limited to): discrimination, sexual and any other form of harassment, bullying or intimidation, verbal or physical assault, abuse of power, theft, fraud, corruption or bribery, breach of personal data privacy and confidentiality, or other breaches of SEARRP policy or code-of-conduct which may create legal, financial or reputational risks to the organisation, including negligence or lack of action by management which could ultimately encourage such conduct.

REPORTING

SEARRP's complaints procedure allows individuals to raise concerns directly with Field Managers, the Director or our Safeguarding Officer **OR** for concerns to be communicated in a confidential manner via a whistleblowing facility. This means that SEARRP provides ***an independent, anonymous whistleblowing email address that will be accessed and responded to by a third-party Safeguarding Officer. This person, who is a highly respected (female) head of a NGO in Sabah, is not a SEARRP employee, Trustee or directly associated with the organisation.***

The whistleblowing channel (see email address below) enables individuals who submit reports of misconduct to remain anonymous if they are concerned at facing harassment, intimidation, discrimination or retaliation for making a report in good faith. Any employee who engages in retaliation – whether toward a victim or a reporter of alleged misconduct – will be subject to disciplinary procedures up to and including dismissal.

Please note that messages sent to the whistleblower email address cannot be read or accessed by any SEARRP employee and are automatically forwarded to the third-party Safeguarding Officer.

SAFEGUARDING EMAIL & HOTLINE

Email: reportinfo@searrp.org

Telephone: +60148623877

ANONYMOUS WHISTLEBLOWER EMAIL

Email: whistleblower@searrp.org