



PUBLIC INTEREST DISCLOSURE POLICY

1 Purpose

The purpose of this Policy is to outline Gladstone Area Water Board's (GAWB) Public Interest Disclosure process and how GAWB intends to respond to Public Interest Disclosures. GAWB is committed to ensuring that Public Interest Disclosures are properly assessed and, when appropriate, properly investigated and dealt with.

This Policy should be read in conjunction with the Code of Ethics and Conduct, CCC Complaints Policy, CCC Complaints Procedure, Fraud and Corrupt Conduct Control Policy, Fraud and Corrupt Conduct Control Procedure and the Public Interest Disclosure Procedure.

2 Scope

The Policy applies to all Employees of GAWB. Some parts of this Policy may also extend to third parties (such as Workers) and members of the public.

3 Definitions

Corrupt Conduct is defined in the Public Interest Disclosure Procedure.

Director means all persons appointed to GAWB's board of directors. Directors also include any non-executive directors.

Employees means any person directly engaged by GAWB on a full-time, part-time, casual or fixed-term basis. For the purposes of this Procedure, an employee includes a Director.

Public Interest Disclosure (PID) means a disclosure under the PID Act and includes all information and help given by the discloser to a proper authority for the disclosure.

Worker means all Employees, contractors, subcontractors and employees of contractors and subcontractors, employees of labour hire companies, apprentices or trainees. For the purposes of this Procedure, a worker includes a secondee, work experience student or volunteer.

4 GAWB values

GAWB's vision is to be an excellent water business. GAWB's policy and procedures framework, along with its values, create a foundation which promotes a fair, safe, accountable and rewarding work environment. The policy and procedures framework is based on GAWB's commitment to:

Integrity and Trust: GAWB believes in doing the right things at all times. GAWB takes a zero tolerance stance on actions and behaviours that wilfully or unconsciously challenge doing what is right or that does not promote trust and confidence.

Professionalism: GAWB believes in striving for excellence. GAWB investigates complaints or breaches of performance and compliance as appropriate, and takes relevant management or disciplinary action to ensure excellence is upheld.

Accountability: GAWB values all Workers making prudent business decisions, owning issues and delivering solutions. GAWB reviews all policies and procedures as required to ensure they continue to be suitable, adequate, and effective in promoting accountability within the workplace.



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Communication: GAWB's policy and procedure framework promotes a clear articulation of boundaries, results and recognition to drive our performance.

Positivity: GAWB believes in focusing on the solution, not just the problem. GAWB invests and provides training and development opportunities as appropriate to ensure all Workers can fulfil their roles and accountabilities under the policy framework confidently and effectively.

5 Policy statement

GAWB is committed to establishing an organisational culture where Employees and other persons feel confident and comfortable making a disclosure of wrongdoing. GAWB recognises that Employees are vital to the successful implementation of measures against fraud, Corrupt Conduct and other forms of misconduct.

GAWB encourages any person who considers that he or she has witnessed wrongdoing to come forward and make a Public Interest Disclosure.

Any person (including Workers and third parties e.g. the public) can make a disclosure about:

- a substantial and specific danger to the health or safety of a person with a disability;
- the commission of an offence which is, or would be, a substantial and specific danger to the environment; or
- the conduct of another person that could be a Reprisal.

In addition to the above, Employees can make further disclosures about:

- Corrupt Conduct;
- Maladministration;
- substantial misuse of public resources;
- substantial and specific danger to Public Health or Safety; or
- substantial and specific danger to the environment.

GAWB believes that disclosing wrongdoing is in accordance with its ethical culture, and assists with encouraging openness, answerability and good management. GAWB recognises it has an obligation to deal with any wrongdoing.

6 Principles

The objectives of this Policy include:

- ensuring Employees are aware of and understand that they have an ethical responsibility and obligation to disclose Public Interest Disclosures;
- recognising the value and importance of Public Interest Disclosures and ensuring GAWB is committed to the proper management of such disclosures; and



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- ensuring all Public Interest Disclosure investigations are conducted fairly, and the affected parties are afforded their protections.

7 Legal effect

This Policy seeks to articulate GAWB's preferred position on how to respond to Public Interest Disclosures, but is not intended to affect the legal terms and conditions of employment. GAWB may amend or remove this Policy at any time.

8 Associated documents

Code of Ethics and Conduct

CCC Complaints Policy

CCC Complaints Procedure

Fraud and Corrupt Conduct Control Policy

Fraud and Corrupt Conduct Control Procedure

Public Interest Disclosure Procedure

Public Interest Disclosure Standard No. 1

9 Policy version and review information

Policy authorised by:	Board
Original issue date:	November 2016
Policy maintained by:	Corporate Secretary
Current version and date:	Version 5
Review date:	October 2018