Whistleblower Disclosure Process

Does the discloser have reasonable grounds to suspect misconduct, unlawful conduct or other improper behaviour?

No → If your complaint or concern relates to a personal work-related grievance or dispute (e.g., matters relating to terms and conditions of your employment), this should be raised via the Grievance Policy (NWA-POL-42).

For all other complaints and concerns, please consult directly with your Line Manager or HR.

Yes

Does suspected misconduct or unlawful behaviour relate to a 'disclosable matter' involving NWA (e.g., breaches of the law)

No → If your complaint or concern relates to a personal work-related grievance or dispute (e.g., matters relating to terms and conditions of your employment), this should be raised via the Grievance Policy (NWA-POL-42).

For all other complaints and concerns, please consult directly with your Line Manager or HR.

Yes

Does the discloser meet the below criteria for whistleblower protection?
- an 'eligible whistleblower'
- the information they have is about a 'disclosable matter'
- will make the disclosure to an 'eligible recipient'

No → If your complaint or concern relates to a personal work-related grievance or dispute (e.g., matters relating to terms and conditions of your employment), this should be raised via the Grievance Policy (NWA-POL-42).

For all other complaints and concerns, please consult directly with your Line Manager or HR.

Yes

Making the Disclosure
A disclosure may be made to an eligible recipient within Netball WA or to an appropriate external recipient.

Disclosures may be made verbally or in writing. Use of the Whistleblower Report Form (NWA-FOR-09) is encouraged.

The discloser may remain anonymous, however this may limit the ability to investigate the matter..

Initial Assessment
Recipient conducts an initial assessment to determine whether it meets the criteria.

Criteria is not met → Is the discloser satisfied with the outcome?

Assessments meets criteria

Investigation
An investigator is appointed and conducts an investigation.

Right to Respond
The person named in the disclosure has the right to respond.

Outcome of the Disclosure Process
The investigator reports their findings to the President and CEO (where appropriate).

Kept Informed
Recipient will provide the discloser with reasonable updates throughout the process. Notified at:
- commencement of an investigation
- progress during an investigation
- the conclusion of the investigation

Actions
Any actions that may be determined from the investigation are undertaken.

Is the discloser satisfied with the outcome?

No → Right to Appeal?

Yes

End of Process