

Information for Managers under the *Public Interest Disclosures Act 2022 (PID Act)*

Changes in Public interest disclosure (PID) laws in October 2023 mean that reports of suspected serious wrongdoing can be reported to Managers at the University.

What is a PID?

A PID is a whistleblowing report about **serious wrongdoing** by public officials (staff).

What is Serious wrongdoing?

Section 13 of the PID Act defines serious wrongdoing as:

- Corrupt conduct
- A government information contravention
- A local government pecuniary interest contravention
- Serious maladministration
- A privacy contravention
- A serious and substantial waste of public money

What do I do if I receive a Report?

If a person gives you information about suspected serious wrongdoing by a staff member, either in writing, verbally or anonymously, you **must** act. But you are not alone; the University has procedures in place to help you to refer the Report and provide the Reporter (if known) with information and support.

Reports may include:

- Written accounts that may also include documents or other evidence
- Verbal accounts (in person, over the phone or by virtual means)
- Information that is received anonymously
- You should also be alert to situations where a staff member brings a concern, that you recognise may constitute a report of serious wrongdoing

If a person would prefer to make their Report directly to a Disclosure Officer, you may offer to accompany them or be present while they make a phone call or have a meeting.

Where you have received a verbal report, you should document the conversation so there is a record.

Once you have received a Report, it is important to deal with it quickly and confidentially. You must not discuss or disclose any information about the Report or the person who made the Report with others.

If you are concerned about the Reporter's wellbeing you should put them in touch with support through the Employee Assistance Program, or where there are safety considerations, you should contact a Disclosure Officer for advice.

What information do I give to the Reporter?

People who report suspected serious wrongdoing under the *PID Act* will have their Report dealt with confidentially and are entitled to protections against reprisal.

Reporters should know that:

- You will treat their Report in a confidential way
- You will refer their Report to a Disclosure Officer as soon as possible
- They can seek support from the Employee Assistance Program
- They are entitled to protections from reprisal. The Disclosure Officer will talk with them about any risks associated with making a Report and what steps the University will take to protect them.

Who do I refer the Report to?

Reports of suspected serious wrongdoing must be referred to one of the University's Disclosure Officers.

The Disclosure Officer will liaise with the Reporter (where possible) to provide information and initiate a risk assessment, including what protections may be required for the Reporter.

The University's Disclosure Officers include:

- Distinguished Professor George Williams AO, Vice-Chancellor and President
- Ms Jane Hutchison, University Secretary
- Dr Ruth Townsend, Director, Complaints Management and Resolution