

## **A - Summary of changes to whistleblowing template - September 2020**

1. Consolidate policy and procedural guidance
2. Simplify the wording of the policy for ease of access and provide a summary flowchart
3. Update contact details of independent charity 'Protect' (formerly Public Concern at Work) who can be contacted for confidential advice on how to raise concerns at work
4. Addition of points 5.3 to 5.6, which confirm timescales of when to raise a concern, the process around anonymous disclosures, and actions required of managers should they be approached with a concern
5. Addition of section 9 which refers to the Trust Personal Data Retention policy for details on retention periods and disposal arrangements for documentation in connection with this policy and procedure.