

WHISTLE BLOWING PROCEDURES

GENERAL

- 1 World Sailing is committed to conducting itself with honesty and integrity, and it expects all its members, officers, volunteers, race officials and staff to maintain high standards of behaviour. However, all organisations face the risk of things going wrong from time to time, or of unknowingly harbouring illegal or unethical conduct. A culture of openness and accountability is essential in order to prevent such situations occurring and to address them when they do occur.
- 2 Anyone can raise a concern (be they athlete, member, race official etc.) Due to UK employment law, a different policy applies to our staff raising concerns (which is notified in our Staff Handbook and equally as comprehensive).

WHAT IS WHISTLE BLOWING?

- 3 “Whistleblowing” is the disclosure of information which relates to suspected wrongdoing or dangers at work. This may include (but is not limited to):
 - 3.1 criminal activity;
 - 3.2 failure to comply with any legal or professional obligations or regulatory requirements;
 - 3.3 miscarriages of justice;
 - 3.4 danger to health and safety;
 - 3.5 damage to the environment;
 - 3.6 bribery (under our Anti- Bribery Policy);
 - 3.7 financial fraud or mismanagement;
 - 3.8 breach of our internal policies and procedures;
 - 3.9 conduct likely to damage our reputation or
 - 3.10 financial wellbeing;
 - 3.11 unauthorised disclosure of confidential
 - 3.12 information;
 - 3.13 negligence; or
 - 3.14 the deliberate concealment of any of the above matters.
- 4 A “whistleblower” is a person who raises a genuine concern relating to any of the above. If you have any genuine concerns related to suspected wrongdoing or danger affecting any of World Sailing’s activities (a “whistleblowing concern”) you should report it under this procedure.

- 5 If you are uncertain whether something is within the scope of this procedure you should seek advice from the contacts at the end of this procedure.

RAISING A WHISTLEBLOWING CONCERN

- 6 World Sailing hopes that in many cases concerns can be raised with the relevant Committee Chairman for an area or the appropriate senior staff member. They may be able to agree a way of resolving your concern quickly and effectively. Details of our committee chairmen and senior managers are on our website.
- 7 However, where the matter is more serious, or you feel that your concern has not been addressed, or you prefer not to raise it with individuals listed above for any reason, you should contact one of the following:

- 7.1 The Chief Executive Officer
- 7.2 The Director of Legal Affairs & Governance

Contact details are set out at the end of this procedure. You should explain to them when making contact you are raising a whistleblowing concern.

- 8 They will arrange to speak to you as soon as possible to discuss your concern. A written summary of your concern will be taken down and provide you with a copy after the meeting. World Sailing will also aim to give you an indication of how it proposes to deal with the matter.

CONFIDENTIALITY

- 9 World Sailing hopes whistleblowing concerns can be raised openly under this procedure. However, if you want to raise your concern confidentially, every effort will be made to keep your identity secret. If it is necessary for anyone investigating your concern to know your identity, this will be discussed with you.
- 10 World Sailing does not encourage that disclosures anonymously. Proper investigation may be more difficult or impossible if further information cannot be obtained from you. It is also more difficult to establish whether any allegations are credible.
- 11 Whistleblowers who are concerned about possible reprisals if their identity is revealed should come forward to the Chief Executive Officer, Director of Legal

Affairs & Governance or one of the other contact points listed in this procedure and appropriate measures can then be taken to preserve confidentiality.

INVESTIGATION AND OUTCOME

- 12 Once you have raised a concern, an initial assessment will be carried out to determine the scope of any investigation. You will be informed of the outcome of the assessment. You may be asked to provide further information.
- 13 In some cases an investigator or team of investigators including staff with relevant experience of investigations or specialist knowledge of the subject matter may be appointed. The investigator(s) may make recommendations for change to enable World Sailing to minimise the risk of future wrongdoing.
- 14 World Sailing will aim to keep you informed of the progress of the investigation and its likely timescale. However, sometimes the need for confidentiality may prevent specific details of the investigation or any disciplinary action taken as a result from being given. You should treat any information about the investigation as confidential.
- 15 If World Sailing concludes that a whistleblower has made false allegations maliciously or with a view to personal gain, the whistleblower may be subject to disciplinary action.

IF YOU ARE NOT SATISFIED

- 16 While World Sailing cannot always guarantee the outcome you are seeking, it will try to deal with your concern fairly and in an appropriate way. By using this procedure you can help it to achieve this.
- 17 If you are not happy with the way in which your concern has been handled, you can raise it with the World Sailing President (president@sailing.org), the Chairman of the Audit Committee for financial concerns (audit@sailing.org) or the Chairman of the Ethics Commission for ethics concerns (ethics@sailing.org).