



WHISTLEBLOWING

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THE DOS AND DON'TS OF WHISTLEBLOWING

These Do's and Don'ts are produced by the whistleblowing charity **Protect** (formerly Public Concern at Work) and are reproduced by ICAEW with their permission.

Do:

- Keep calm;
- Think about the risks and outcomes before you act;
- Remember you are a witness, not a complainant; **and**
- Phone Protect for advice on +44 (0)20 3177 2520.

Don't:

- Forget there may be an innocent or good explanation;
- Become a private detective;
- Use a whistleblowing procedure to pursue a personal grievance; **or**
- Expect thanks.

PROTECT

Protect produces a number of policy statements, publications and other useful information including:

- [A guide to PIDA](#)
- [Case studies](#)
- [360° Whistleblowing benchmarking tool](#)

Through their helpline (+44 (0)20 3177 2520) Protect lawyers provide confidential advice, free of charge, to people concerned about wrongdoing at work but who are not sure whether or how to raise their concerns. Protect aims to help you identify how best to raise your concern, while minimising any risk to you and maximising the opportunity for any wrongdoing to be addressed. Protect cannot, however, take cases or represent clients.

Protect cannot provide advice on general employment rights, discrimination, harassment or disagreements with your employer (unless related to a whistleblowing concern), although [CABA's legal helpline](#) may be able to offer such support on +44 (0)1788 556 366.

ETHICS ADVICE

ICAEW members, affiliates, ICAEW students and staff in eligible firms with [member firm access](#) can discuss their specific situation with the Ethics Advisory Service on +44 (0)1908 248 250 or e-mail ethics@icaew.com.

THE SUPPORT MEMBERS SCHEME

The Support Members Scheme provides support to members of ICAEW who are in difficulty. The support members themselves come from a variety of backgrounds but are all members of ICAEW committed to helping other members. There are support members throughout England and Wales as well as in the Channel Islands and Cyprus.

What do they do?

Support members offer totally confidential, non-judgemental telephone or face to face support to members of any age, in any circumstances and in all areas of professional activity. They are trained to listen and are familiar with all of ICAEW's relevant procedures as well as other specialised helplines and resources. Support members are happy to talk to you about any issue, however big or small, and relating to your professional or personal life. Often simply discussing a problem with an objective outsider can clarify your thoughts and help you to find a way forward.

How much does it cost?

Nothing. Support members provide their services voluntarily. There is no charge for consulting a support member.

Will our discussion be in confidence?

Yes. Any contact that you have with a support member will be in complete confidence, except in cases where the Proceeds of Crime Act 2002 applies. Support members are also exempt from the duty to report misconduct so you can feel comfortable in the knowledge that anything discussed will not be referred back to ICAEW.

What do I do now?

If you feel you could benefit from discussing your situation with a support member, please contact the scheme on +44(0)800 917 3526 or email support.members@icaew.com. Contact information for support members is also available on the website icaew.com/supportmembers.

Information sheets

The following information sheets are also available from the Support Members Scheme.

- [Appointing legal advisers to assist in disciplinary proceedings](#)
- [Chartered accountants facing redundancy](#)
- [Chartered accountants in financial difficulty](#)
- [Coping with the incapacity or sudden death of a sole practitioner](#)
- [Finding a solicitor](#)

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For further details members are invited to telephone the Technical Advisory Service T +44 (0)1908 248250. The Technical Advisory Service comprises the technical enquiries, ethics advice and anti-money laundering helplines. For further details visit icaew.com/tas