



AIA Whistle-Blower Protection Policy

POLICY STATEMENT

AUSTRALIAN INTERNATIONAL AID (AIA) is committed to upholding the highest standards of integrity, fairness and ethical conduct. AIA members and others working closely with AIA will often be the best source of information when things are not quite right. The AIA Whistle-blower Protection Policy is an important element in detecting corrupt, illegal or other undesirable conduct within AIA.

AIA is committed to creating a supportive environment where people feel safe to speak up. When people do not speak up, this undermines AIA's culture and exposes AIA to risks. The AIA Board encourages speaking up about concerns of wrongdoing at AIA. There are various measures in place to ensure no one is discouraged from speaking up or disadvantaged or victimised for doing so.

RAISING CONCERNS:

You are encouraged to speak to a director or board member about their concerns. AIA takes all complaints, concerns and reports seriously and handles such information, including the identity of the person raising the issue or report, discreetly and with complete confidentiality.

REPORTING

Any concerns of wrongdoing should be reported. This means any misconduct or improper state of affairs or circumstances in relation to AIA.

Examples of wrongdoing may include:

- Breach of laws or regulations
- Any form of exploitation of beneficiaries or others working with AIA
- Breach of AIA's Code of Conduct, Procedures or Policies
- Offering or accepting a bribe
- Dishonest or unethical behaviour
- Conflicts of interest
- Financial fraud or mismanagement of AIA funds
- Falsifying financial or corporate
- Unauthorised use of AIA's confidential information
- Any criminal activity including fraud, theft or abuse



False or misleading reports

Any false reports made, where the person reporting is intentionally misleading or knows the information is not true, will be considered a serious matter that could result in disciplinary action including potential termination from AIA. The protections under this Policy or the applicable law in Australia will not be available for deliberate false reporting.

AIA commitment to those who report wrongdoing

AIA is committed to protecting and supporting people who report a potential wrongdoing under this Policy.

This includes:

- Protection of the identity of a reporter
- Making sure that those who report do not suffer detriment as a result of speaking up
- Offering those who report appropriate protections based on their circumstances, the nature of the potential wrongdoing and the people involved.