



NOT PROTECTIVELY MARKED

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## CONFIDENTIAL REPORTING POLICY

### 1. POLICY STATEMENT

- 1.1 This policy exists to ensure that appropriate mechanisms and support are available to our workers who wish to report genuine concerns about criminality, corruption or other serious wrongdoing within British Transport Police (BTP). The policy should be regarded as being relevant to contractors, agency staff, suppliers and our partners in as far as this is achievable within contractual, partnership or any other working arrangements that do not constitute a formal employment relationship.
- 1.2 This policy does not replace the discipline, grievance, performance or other day to day management processes that are in place to support the normal operational and administrative activities of BTP. It exists primarily to deal with more serious issues that may go to the heart of our organisation's integrity.
- 1.3 Incorporated within the policy is a requirement for employees who become involved in formal legal proceedings, of whatever nature, to report that fact and the nature of their involvement in those proceedings.

### 2. OVERVIEW

- 2.1 Integrity is a cornerstone of the BTP ethos and it is enshrined in the values of the Force. The absence of corruption and criminality throughout the organisation is an achievement for which we are committed to strive continuously. In this respect it is acknowledged that the conduct of the overwhelming majority of our employees and other workers is beyond reproach at all times. Nevertheless there is a recognition that from time to time these employees, and BTP itself, may be let down by the actions of some individuals.



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- 2.2 It is therefore essential that those wishing to report their suspicions of wrongdoing within BTP are encouraged to do so, with the assurance that their concerns will be properly addressed. They must also be secure in the knowledge that they will not be allowed to be the subject to any form of bullying, victimisation, harassment or other discriminatory behaviour as a result of such action.
- 2.3 The procedures set out in the associated Standard Operating Procedures are designed to ensure:
- (a) that the "Whistleblower" or "Reporter" who reports concerns or suspicions in good faith, and without seeking to gain personal advantage, receives the full support of the organisation and those within it; and
  - (b) that workers who are the subject of deliberately false or malicious reports are afforded the same protection and support of the organisation and those within it.
- 3. APPLICABLE DATE, MONITORING AND REVIEW**
- 3.1 This policy is effective from 1 April 2010. It will be reviewed on a periodic basis (but not less than once every three years) to ensure that BTP continues to maintain best practice and demonstrate continuous improvement.
- 4. OWNERSHIP**
- 4.1 This policy is owned by the Professional Standards Department. Any questions and comments related to this policy should be directed to the Head of Professional Standards at Force Headquarters.
- 5. ASSOCIATED DOCUMENTS**
- 5.1 This Policy Statement should be read in conjunction with the Confidential Reporting Standard Operating Procedure (SOP/178/09).