



**Alzheimer's Disease  
International**

*The global voice on dementia*

## **ADI Whistleblower Protection Policy**

At ADI, it is vital that everyone who works for us maintains the highest standards of conduct, integrity and ethics, and complies with legislation. If an employee, volunteer, partner, consultant or contractor has any genuine concerns about malpractice at work, we wish to encourage them to communicate these without fear of reprisals and in the knowledge that they will be protected from victimisation and dismissal. ADI has therefore adopted a whistleblower protection policy.

In accordance with this policy, any employee who becomes aware of any malpractice, should immediately report the violation to the CEO to allow the organisation to investigate and, if applicable, correct the situation or condition. If the CEO is believed to be involved in the matter being reported, employees may, in the alternative, make a report to an officer of the Elected Board.

ADI will conduct an investigation and take appropriate action within a reasonable of period time. Such complaints will be held in confidence to the extent that the needs of the investigation permit.

Malpractice may include, but is not limited to:

- Financial wrongdoing including theft, bribery, fraud, money laundering or diversion of funds
- A failure to comply with any legal obligations
- Sexual misconduct, including sexual abuse, harassment or exploitation
- Abuse or exploitation of children, vulnerable adults or beneficiaries
- Serious breach of policy
- Abuse of position
- Danger to the health and safety of individuals or damage to the environment
- Improper conduct or unethical behaviour
- Activity which would bring the organisation into serious disrepute
- The deliberate concealment or misrepresentation of information relating to any of the matters listed above

If any employee reports in good faith what the employee believes to be a case of malpractice to ADI, its legal counsel, or to a national, state or local agency, or assists in an investigation concerning financial wrongdoing, it is ADI's policy that there will be no retaliation taken against the employee.

Employees are reminded of the importance of keeping financial matters confidential. Employees with questions concerning the confidentiality or appropriateness of disclosure of particular information should contact the CEO or an officer of the Elected Board.

Malpractice is not a complaint about the performance and behaviour of a manager or other work colleague. Such complaints will be directed for action to ADI's HR policies and procedures.

*Policy Reviewed - Every 3 years*

*Signed: \_\_\_\_\_ Date of Next Review: 6 November 2021*