

WHISTLEBLOWERS



AWARENESS

ARE YOU A WHISTLEBLOWER ?

A whistleblower is a person who exposes any kind of information or activity that is deemed illegal, unethical, or not correct within an organisation. The information of alleged wrongdoing includes violation of ISFAP policies/rules, regulations, laws, or threat to public interest or national security, as well as fraud and corruption.

Any employee, bursary holder, bursary applicant or external party of ISFAP who has reasonable belief that there is fraud and corruption, or misconduct may raise a concern under the procedure detailed. Concerns must be raised without malice, in good faith and not for personal gain and the individual must reasonably believe that the information disclosed, and any allegations contained in the disclosure deserves investigation.

LET YOUR VOICE BE HEARD !



 **Ethics Hotline**

A toll-free telephone number:
0800-427-837

A secure email address:
isfap@tip-offs.com

 **ISFAP**
Ikusasa Student Financial Aid Programme

TIP-OFFS ANONYMOUS – TRUST US, TALK TO US

Issues that cannot be resolved using the normal internal communication channels should be reported to Tip-offs Anonymous. If you are not sure, **report it anyway!**

REPORTS TO TIP-OFFS ANONYMOUS – SOME DO'S & DON'T'S

Should be reported!

- Any wrongdoing (theft, fraud etc.)
- Not obeying ISFAP policies or procedures
- Not obeying the law
- Highly sensitive issues (sexual harassment, racism etc.)
- Abuse of company property and equipment
- Collusion with internal and external parties
- Bribery and corruption

Should NOT be reported!

- Petty arguments
- Service complaints
- Salary complaints
- Personality clashes
- Issues not regarding ISFAP

KEEP IN MIND

- You can remain **completely anonymous**.
- You can call us **24 hours** a day, **365 days** a year.

MAKE THAT CALL!

Free Call:

0800-427-837

Email:

isfap@tip-offs.com

Website:

www.tip-offs.com