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**PID FORM**

This form is intended for use by any colleague defined in Section 3.1 of the Public Interest Disclosure Policy and Procedure who wants to raise a concern about wrongdoing in line with Public Interest Disclosure Policy and Procedure (LINK)

If your concern relates to a personal complaint that is not in the public interest (for example, an allegation of bullying or harassment, or that your contract of employment has been breached), you should raise it under either the Dignity at Work Policy (Link), or Grievance Policy (LINK)

If you are unsure about whether your concerns are best dealt with under Public Interest Disclosure Policy and Procedure you can discuss this with the Deputy Secretary or you could seek guidance from “Protect”: 020 3117 2520 <https://protect-advice.org.uk/contact-protect-advice-line/>

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| **Concern raised under the Public Interest Disclosure Policy and Procedure** |
| Name:  |  |
| Job Title  |  |
| Faculty/Directorate  |  |
| Nature & Summary of Concern:  |  |
| Is your concern about:  |
| Financial malpractice, impropriety or fraud |  |
| Failure to comply with a legal obligation, regulatory requirements or within the laws of the University  |  |
| Serious danger to the health and safety of the individual or environment  |  |
| Criminal activity  |  |
| Academic or professional malpractice  |  |
| Miscarriage of justice  |  |
| Aiding/abetting or attempts to conceal any of the above |  |
| Any other potentially unlawful behaviour which cannot be raised under an alternative internal policy/procedure  |  |
| Please set out the details of your concern with as much information as possible:* Outline specifically what the concern is
* If the concern relates to a particular incident, explain who was involved, and when and where it happened
* Raise what you have seen, or are personally aware of, and where possible raise situations or incidents you have seen for yourself rather than what colleagues may have told
* Give specific examples of wrongdoing of which you are personally aware. Try to be as clear as possible when explaining why you think this is wrongdoing
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| Declaration: I confirm the above concerns have been raised in line with Section 4.1 and 4.2 of the Public Interest Disclosure Policy and Procedure. Signed: Date:  |

This form should be submitted in line with the procedure identified in Section 5 of the Policy and Procedure.