

# Whistleblower Policy



In this policy we will refer to Mosaic Multicultural Connections as *Mosaic* or *we*.

## Introduction

Mosaic is committed to honesty, integrity, and good governance. Our Whistleblower Policy provides a safe and confidential way for staff, volunteers, contractors, and board members to report suspected wrongdoing or misconduct.

We encourage everyone to speak up if they notice unethical or illegal behaviour. Reports made in good faith are protected by law, and those who come forward will be supported and treated fairly.

This policy helps prevent and address wrongdoing, promotes transparency, and strengthens trust in Mosaic's values. It also ensures we meet our legal obligations.

## Who Can Be a Whistleblower

Anyone connected to Mosaic can make a report under this policy. This includes current and former staff, board members, volunteers, contractors, suppliers, consultants, and business partners — as well as their relatives or dependants.

## What Can Be Reported

A whistleblower can report any wrongdoing or behaviour that may be illegal, unsafe, or unethical. This includes things like:

- Fraud, theft, or misuse of funds
- Bribery or corruption
- Breaches of laws or regulations
- Serious health and safety risks
- Financial misconduct or tax-related offences
- Violence, threats, or criminal damage
- Retaliation against someone who has reported a concern
- Covering up any of the above

All reports are taken seriously, handled confidentially, and protected under Australian law.

## Who Can Receive a Whistleblower Report

Whistleblower reports can be made to certain people or organisations who are legally authorised to receive them. At Mosaic, you can report a concern to:

- The Chair of the Board
- Chief Executive Officer
- The Executive Leadership Team
- The Manager of Finance
- A designated person appointed by Mosaic to handle whistleblower disclosures
- Mosaic's auditors (Bishop Collins and Associates)
- Mosaic's registered tax agent
- Any staff member responsible for Mosaic's tax affairs

You can also make a report to external bodies, including:

- The Australian Securities and Investments Commission (ASIC)
- The Australian Charities and Not-for-profits Commission (ACNC)
- The Australian Prudential Regulation Authority (APRA)
- The Commonwealth Ombudsman
- The Tax Commissioner
- A lawyer, if you are seeking legal advice about whistleblowing

# Whistleblower Policy



All disclosures are handled confidentially and in line with legal protections.

## Whistleblower Protections

- **Keeping your identity confidential**

- Mosaic will keep your identity private if you make a whistleblower report.
- All information and documents about your report will be stored safely. Only people who need to manage or investigate the report will be able to see them.
- Mosaic will only share your name or details that could identify you if:
  - you agree to it,
  - Mosaic must report it to an Australian regulator, or
  - Mosaic needs legal advice.

- **Protection from harm**

- If you make a whistleblower report, Mosaic will protect you from being treated badly because of it.
- No one is allowed to harm or threaten you for speaking up.
- This includes things like:
  - losing your job or being demoted,
  - being bullied, harassed, or discriminated against,
  - damage to your reputation, property, or finances, or
  - any other kind of harm.

Mosaic is committed to making sure whistleblowers feel safe, respected, and supported.

- **How the Law Protects Whistleblowers**

- Australian law gives strong protection to people who make a whistleblower report.
- If you make a protected disclosure, you cannot be punished or held responsible just for speaking up.
- You are protected from:
  - Civil liability – you can't be sued for breaking a work contract or confidentiality agreement when making a valid disclosure.
  - Criminal liability – you can't be charged with a crime for sharing information, unless you knowingly provide false information.
  - Administrative liability – you can't face disciplinary action or penalties at work for making a genuine report.
- Other legal protections include:
  - You can choose to remain anonymous.
  - No one can use a contract or agreement to stop you from reporting wrongdoing.
  - If you suffer loss, harm, or injury because of your report and Mosaic didn't take reasonable steps to protect you, a court can order compensation or other remedies.
  - If you make a protected disclosure to ASIC, APRA, or another authorised Commonwealth body, your information generally can't be used against you in court.
  - Offences for others:
  - Anyone who harms or threatens a whistleblower can be charged with a criminal offence.
  - Anyone who reveals your identity without your permission, except to certain authorised bodies or lawyers, is also committing an offence.

# Whistleblower Policy



## How to Make a Whistleblower Report

You can make a whistleblower report at Mosaic **during business hours** to any of the people who are authorised to receive disclosures (called *eligible recipients*).

Whistleblower disclosures can be made anonymously and still be protected under the Act and this policy.

You can choose to remain anonymous while making a disclosure, over the course of the investigation and after the investigation is finalised. You can refuse to answer questions at any time if you fear that these answers could reveal your identity, including during follow-up conversations.

## What happens when a whistleblower report is made?

- Assessment
- Conduct of the investigation
- Ensuring fair treatment of individuals mentioned in a disclosure
- Determining outcomes and actions
- Appealing a decision or finding