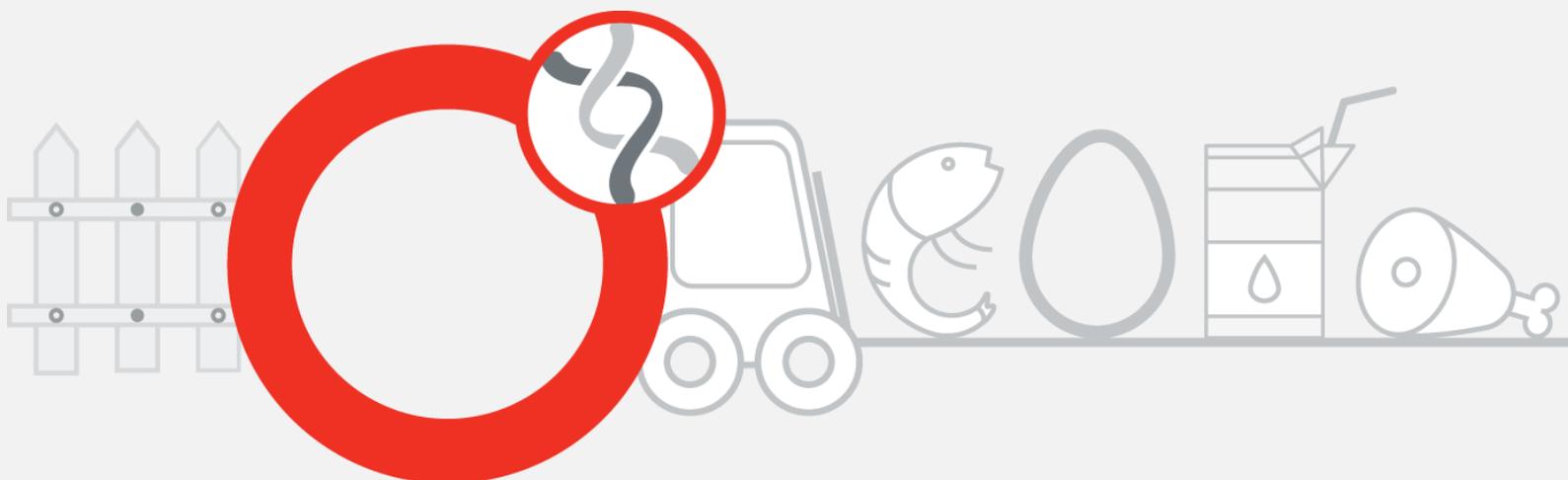

Public Interest Disclosure Policy

Safe Food Production QLD

Version 2.0

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Document Version

Version	Date Modified	Modified by	Date Approved	Approved by	Details
1	N/A	N/A	29/07/11	Safe Food Board	Initial Release
2	30/03/16	General Manager (Compliance, Strategy & Response)	21/4/16	Safe Food Board	Update position titles and SFPQ abbreviations

Approved by:

Ross Keane
Chair
Safe Food Production QLD Board



Amendments

Date of Amendment	Section	Topic
30/03/2016	All	'Safe Food Production Queensland' updated to 'Safe Food Production QLD' 'SFPQ' updated to 'Safe Food' 'General Manager (Corporate Services)' updated to 'Manager (Regulations and Standards)'



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1. Policy Purpose

This purpose of this policy is to establish a formal system within Safe Food Production QLD (Safe Food) whereby disclosures under the *Public Interest Disclosure Act 2010* (PID Act) can be recorded and managed.

2. Scope of the Policy

This policy applies to all employees and contractors of Safe Food, as well as all members of the public.

3. Definitions

Terms used in this policy have the meanings attributed to them under the PID Act, where they are defined under that Act.

4. Policy

Safe Food is committed to promoting and facilitating disclosures under the PID Act. There are different types of public interest disclosures that may be made, depending upon who is making the disclosure.

Disclosures by anyone

Disclosures concerning a suspected substantial and specific danger to the health or safety of a person with a disability, a substantial and specific danger to the environment or a reprisal against someone as a result of a public interest disclosure may be made by anyone.

Disclosures by public officers

Disclosures in relation to suspected official misconduct, maladministration, negligence and suspected conduct causing substantial and specific danger to public health or safety or to the environment are to be made by public officers (e.g. Safe Food employees).

Safe Food encourages disclosure in appropriate circumstances

Safe Food encourages anyone who is aware of any of the above matters to make a public interest disclosure as outlined in this policy. All public interest disclosures made to Safe Food will be dealt with in accordance with the PID Act and this policy.

Rights of persons protected

In all circumstances, Safe Food will extensively investigate a matter which is the subject of a PID will and take all necessary action, whilst ensuring that person who makes the disclosure is afforded protection against reprisal and that confidentiality is maintained as far as possible. Likewise, the rights of any person who is the subject of a public interest disclosure are important and the rights of all such persons will be safeguarded.

Offence to make intentionally false PID

It is an offence to make an intentionally false PID and this offence carries significant penalties.



5. Procedure for Making a Public Interest Disclosure

Safe Food's preferred approach for making a PID is to do so by contacting the Manager, Regulations and Standards, as follows:

By Phone: (07) 3253 9800

By Email: info@safefood.qld.gov.au

In Person: Please contact the Manager (Regulations and Standards)

By Mail: Manager (Regulations and Standards)

Safe Food Production QLD

PO Box 549

Stones corner Qld 4006

However, a PID may also be made to the Chief Executive Officer, a Board member or a direct or indirect supervisor.

PIDs can also be made to the Crime and Misconduct Commission (in cases of misconduct), the Ombudsman (in relation to maladministration or wasting public funds) or any public sector entity that a person believes has the power to investigate and deal with the matter in question. These public sector entities include state government departments and agencies, courts and tribunals, statutory bodies and parliamentary committees.

6. Roles and Responsibilities

The General Manager, Regulations and Standards is responsible for ensuring compliance with this policy and the PID Act.

All Safe Food employees have an obligation to report in relation to the types of disclosures outlined above for public officers.

7. Relevant Legislation

- Public Interest Disclosure Act 2010
- Industrial Relations Act 1999
- Criminal Justice Act 1989
- Crime and Misconduct Act 2001

8. Related Safe Food Policies

Safe Food Code of Conduct