

Statement of cooperation

WhistleblowersUK is a volunteer led, not for profit organisation established to support anyone who considers themselves a whistleblower. We have a comprehensive understanding of the issues and challenges facing whistleblowers. Whistleblowing is not for the faint-hearted. It is process led and physically and emotionally draining. Legal proceedings are fraught with uncertainty which is why many people understandably walk away.

We are not lawyers, we help you to retain full control of your case at all times.

Fees - We are a membership organisation but membership this is not a prerequisite to our working with you. We charge £100 per hour for the work that we undertake.

Important – Firstly, we believe you and we know that bringing a claim against your employer is always a last resort. We always set out to progress matters as quickly as possible but to do so we may need to share some details in order to gather all of the information to allow you to make an informed decision. **WBUK are not qualified solicitors.** Our assistance varies but tends to include: a review of the evidence, help to set out and present your evidence, help to gather evidence, help to find appropriate legal advisors, drafting of FOIs and various aspects of research, support in meetings with employers and barristers and in court. We work as part of a team that puts you at the centre. *WBUK has a trusted panel of legal advisors who usually provide initial pro bono advice based on case outlines that we provide. WBUK accepts no responsibility or liability for any information or advice provided.*

Section 1 - What we will do for you

1. We will act in an agreed and proportionate way to help you with you achieve resolution.
2. We will help you understand and identify your disclosures where there is uncertainty.
3. We can assist with evidence gathering and share strategies to manage and prepare your case.
4. We will provide you with an honest opinion on your case using our experience and historical data, subject to independent advice.
5. We will treat you with the utmost courtesy and respect at all times.
6. We will keep information confidential.
7. All work and all actions will be agreed with you in advance.

Section 2 - What we require from you

1. We need you to prepare a detailed chronology (time line), of the circumstances surrounding your disclosures (whistleblowing). We appreciate that this can be difficult, and we will make every effort to help you.
2. We require you to use only agreed communication pathways and note that we keep business hours from Monday to Friday. All communications outside of this are by agreement only.
3. When sharing documents, we request that you provide copies only as we cannot guarantee the safety of any documents.
4. In engaging WBUK to work with you, you are authorising us and named third parties to share information for the progression of your case. (This authority can be revoked, in relation to one or all third parties at any stage, in writing, subject to reasonable notification).
5. WBUK require an undertaking by you not to quote, disclose communications or disclose the identity of your caseworker/s or make statements and/or commitments on behalf of WBUK staff and volunteers.

Section 3 - Working with lawyers

1. If you instruct a lawyer and still wish to engage our advice and assistance you agree to allow that lawyer to copy us in to communications where appropriate.

Section 4 - Confidentiality

1. We will keep all of your information strictly confidential.
2. We agree not to make any statement about your case without your agreement.

Section 5 - Donations

1. WBUK is currently an NGO funded by donations and run on a tight budget. Should you be successful either at trial or by winning a settlement, we ask that you commit to making an agreed percentage donation to WBUK of 5%.

Section 6 - Termination of Agreement

1. If at any time there is a breakdown of trust between the parties or in the case of any other breach on either side we reserve the right to terminate this agreement on notice.

Please sign, scan and return and keep a copy for your own records.

Name:

Address:

Email:

Contact number:

Signed.....

Date.....