

## **Guidelines for reporting irregularities**

Attention is drawn to the information contained within the 'Culture' section of the policy document, which identifies potential avenues of bringing suspected wrongdoing to the attention of others. Individuals intending to report irregularities should give consideration to the following issues:

- Do not approach, interview or accuse anyone you suspect of being involved.
- Assemble all the facts and documentation available from the sources immediately to hand.
- If intelligence has come via the telephone, then information notified should be written down, the date and time noted, and the name and address of the source information recorded if they are willing to make it available.
- Prepare a briefing note of the circumstances.
- Do not make further enquiries without authorisation.

## **Procedures**

1. If a member of the public makes allegations of fraud and corruption against:
  - Personnel employed by Lincolnshire Police
  - All external contractors (engaged either by Lincolnshire Police or the Police and Crime Commissioner for Lincolnshire)

The Professional Standards Public Complaints and Misconduct Policy and Procedure must be followed. A copy can be accessed from the Lincolnshire Police website using the following link:

<https://www.lincs.police.uk/SysSiteAssets/foi-media/lincolnshire/policies/professional-standards-public-complaints-and-misconduct-policy-pd-21.pdf>



