**Strictly Confidential**

**Form for Reporting a Protected Disclosure**

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| **NAME\****:* |  |
| **AREA OF WORK\***: |  |
| **CONTACT DETAILS\****:* |  |

\*; Name, area of work and contact details are optional

1. Please give date of alleged wrongdoing (if known) or date the alleged wrongdoing commenced or was identified: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Is the alleged wrongdoing ongoing? Yes No
3. Has the alleged wrongdoing already been disclosed to any member of management or another employee/worker? Yes No

If so when was the wrongdoing disclosed and to what effect?

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1. Please give details of alleged wrongdoing and any supporting information:

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1. Please give name of the person(s) (if known or applicable) allegedly involved in alleged wrongdoing: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Please specify your preferred method of communication in relation to this disclosure? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Any other relevant information:

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Contact details for Lynda McGavigan, Designated Officer to Receive Disclosures are as follows;

**Telephone 049-4378657**

**Email** [**lmcgavigan@cavancoco.ie**](mailto:lmcgavigan@cavancoco.ie)

**Post Lynda McGavigan, Senior Executive Officer,** **Corporate & HR Section, Cavan County Council, Courthouse Cavan** (please ensure all correspondence is clearly marked “Private and Confidential”)