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# PROTECTED DISCLOSURES ACT, 2014.

## FORM PD1

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### SECTION A - Personal Details:

1. Name: \_\_\_\_\_
2. Position in An Garda Síochána: \_\_\_\_\_
3. Area/place of work: \_\_\_\_\_
4. Telephone No: \_\_\_\_\_ 5. Email address: \_\_\_\_\_
6. Date of Receipt: \_\_\_\_\_

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### SECTION B - Notes for Protected Disclosure Manager:

(See also Section 7 of the **POLICY/PROCEDURES DOCUMENT FOR THE MAKING OF PROTECTED DISCLOSURES**)

1. The original PD1 form to be retained by the Protected Disclosures Manager. A copy of PD1 form to be provided to person making the protected disclosure,
2. The Protected Disclosures Manager will take all practical steps to ensure that the identity of a worker making a protected disclosure is not disclosed, save in accordance with section 16(2) of the Act.
3. The Protected Disclosures Manager should notify the Commissioner of the receipt of a protected disclosure by forwarding a copy of Page 2 of PD1 form,
4. Inform the person making the disclosure that they will be kept informed of the progress of any examination/ investigation that may arise as a result of the making of this protected disclosure,
5. Advise the person making the disclosure of the availability of the relevant organisational support mechanisms including Employee Assistance and Peer Support, ensuring that any risks arising as a result of the making of this disclosure are identified and appropriately addressed,

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### SECTION C

#### **Notes for Workers making a Protected Disclosure:**

1. A “*Protected Disclosure*” made in accordance with the Garda Síochána “**POLICY/PROCEDURES DOCUMENT FOR THE MAKING OF PROTECTED DISCLOSURES**” means a disclosure of “*relevant information*” made by a worker in accordance with Section 6 of the Protected Disclosures Act 2014,
2. For the purposes of the Act information is deemed to be “*relevant information*” if:
  - (a) it is your reasonable belief that the information tends to show one or more relevant wrongdoings, and
  - (b) the information came to your attention in connection with your employment.
3. You are advised to familiarise yourself with the provisions contained in the Garda Síochána “**POLICY/PROCEDURES DOCUMENT FOR PROTECTED DISCLOSURES**”

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# PROTECTED DISCLOSURES ACT, 2014.

## FORM PD1

### SECTION D

#### Particulars of the Protected Disclosure:

1. Date of the alleged relevant wrongdoing (if known)/  
Date the alleged relevant wrongdoing commenced or was identified: \_\_\_\_\_
  
2. Is the alleged relevant wrongdoing still ongoing: YES:  NO:
  
3. Has the alleged relevant wrongdoing already been disclosed to any other person/member of management and if so when and to what effect:  
  
\_\_\_\_\_  
  
\_\_\_\_\_
  
4. Details of the alleged relevant wrongdoing:  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_
  
5. Any supporting information?: YES:  NO:
  
6. If yes, please outline the nature of the supporting information:  
  
\_\_\_\_\_  
  
\_\_\_\_\_
  
7. Is the identity of the person(s) allegedly involved in  
the alleged relevant wrongdoing known to the discloser: YES:  NO:
  
8. If yes, please state name(s):  
  
\_\_\_\_\_  
  
\_\_\_\_\_
  
9. Any other relevant information:  
  
\_\_\_\_\_  
  
\_\_\_\_\_