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# **Whistleblower Protection Policy (Somali)**

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# Whistleblower Protection Policy (Somali)

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## APPROVAL

The signatures below certify that this document has been reviewed and accepted, and demonstrates that the signatories are aware of all the requirements contained herein and are committed to ensuring their provision.

	Name	Signature	Position	Date
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Approved by	Peter Turner		SVP	25 Sep 2023

## AMENDMENT RECORD

This document is reviewed to ensure its continuing relevance to the systems and process that it describes. A record of contextual additions or omissions is given below:

Page No.	Context	Revision	Date

## COMPANY PROPRIETARY INFORMATION

The electronic version of this document is the latest revision. It is the responsibility of the individual to ensure that any paper material is the current revision. The printed version of this manual is uncontrolled, except when provided with a document reference number and revision in the field below:

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## 1 Ujeedo

Dhamaan maareeyaha Khatarta Soomaaliya (SRM) waxaan dhamaanteen mas'uuliyad ka saaranahay in aan hubino in aan xoojino qiyamka ganacsigeena asaasiga ah, u hoggaansamid sharciga, waxaanna ka soo gudbineynaa ballanqaadyada muhiimka ah ee lagu soo saaray xeerkeenna anshaxa.

Si loo caawiyo xoojinta dhaqanka anshaxa iyo sharafta, shaqaalaha waxaa si aad ah loogu dhiirrigelinayaa inay soo sheegaan jebinta sharciyada, xeerarka ama siyaasadda shirkadda. Tani waxay ka caawineysaa SRM in ay horumariso dhaqdhaqaaq furan oo ku saabsan wadashaqeynta u dhaxeysa shaqaalaha iyo kuwa uu la shaqeynayo.

Siyaasadda Nidaamka Iskuduwaha waa in la helaa shaqaale kasta iyada oo loo marayo wado badan oo isgaarsiineed sida soo-qabasho, ku-biiritaanka tilmaamaha, boorarka ogeysiiska, bogga shirkadda iyo buug-gacmeedka siyaasadeed.

Wixii su'aalo ah oo ka soo baxa siyaasaddan ama fulintiisa si toos ah ayaa si toos ah loola xiriiri karaa Waaxda HR ee [whistleblower@ska-arabia.com](mailto:whistleblower@ska-arabia.com) / [hrrservices@ska-arabia.com](mailto:hrrservices@ska-arabia.com)

SRM waa mulkiilaha dukumiintigan waxaana uu aqbalay mas'uuliyadda maamulka ee horumarinta, dib u eegista iyo qiimeynta.

Siyaasaddan waxaa loogu talagalay in ay akhristaan dhammaan shaqaalaha iyo qandaraaslayaasha macluumaad guud iyo wacyi-gelinta.

## 2 Wargelinta Mas'uuliyadda

Nidaamkan waxaa loogu talagalay in lagu dhiirrigeliyo oo u suurto geliyo shaqaalaha iyo dadka kaleba in ay kor u qaadaan welwel dhab ah gudaha gudaha si markaa SRM ay wax uga qabato oo ay u saxdo dhaqanka iyo falalka aan habooneyn

Waa masuuliyada maamulka, kormeerayaasha iyo shaqaalaha inay soo sheegaan walaac ku saabsan ku-xadgudubka xeerka anshax-marinta ee SRM ama xadgudub looga shakisan yahay sharciga ama qawaaniinta dejiya hawlaha SRM.



## 3 Ma Jirto Aargoosi

Waxaa lid ku ah qiimayaasha SRM qof kasta inuu ka aargoosto qof kasta oo ka tirsan SRM ee iimaanka wanaagsan qaba wuxuu ku soo wargelinayaa xadgudub anshaxeed ama xadgudub sharci ah, sida cabashada kala-takoorka, ama khiyaanada lagu tuhmo, qawaaniinta xukuma hawlaha SRM.

Shaqaaale ka tirtira qof ka soo horjeeda xadgudub iimaan wanaagsan wuxuu ku xiran yahay anshax marinta oo ay ku jiraan joojinta shaqada.

## 4 Habka warbixinta

- a) Nidaamkan waxaa loogu talagalay in lagu dhiirrigeliyo dhammaan shaqaalaha inay soo sheegaan dhacdooyinka la tuhunsan yahay ama kuwa dhabta ah ee dhacdooyinka sharci-darrada ah, kuwa aan sharciga ahayn ama kuwa aan habooneyn (dabeecadaha ama dhaqanka) iyada oo aan la ciqaabin.
- b) Hantidhowlaha waa inuu si dhakhso ah ugu wargaliyaa dhacdada la tuhunsan yahay ama dhabta ah ee kormeeraha / keeda.
- c) Haduu Hantidhowlaha Dacwad ooga noqdo mid aan raaxo lahayn ama haddii kale uu diidan yahay inuu u wargaliyo kormeerkiisa / keeda, markaa Hantiileyuhu wuxuu u sheegi karaa munaasabadda ugu sareysa ama heerka kale ee maamulka, oo ay ku jirto toosinta waaxda HR.
- d) Hantidhowlaha wuxuu ku wargalin karaa dhacdada isaga / iyada aqoonsigiisa ama magac la'aan.
- e) Ka-shaqeeyaha "Whistle" waa inuusan helin aargoosi ama abaal-marin loogu talagalay warbixinta lagu bixiyey iimaan fiican - taas oo aan horay loogu sameynin cibaadada si loo dhaawaco mid kale ama ururka.
- f) Nidaamiyeeye oo sameeya warbixinta aan lagu fulin iimaan wanaagsan waxaa lagu qaadi karaa talaabo anshaxeed, oo ay ku jirto joojinta ama hab kale oo sharci ah si loo ilaaliyo sumcadda ururka iyo shaqaalaha.
- g) Qof kasta oo ka aargoosanaya "Whistleblower" (oo ku soo warramey dhacdo iimaan wanaagsan leh) ayaa lagu qaadi doonaa anshax, oo ay ku jirto joojinta.
- h) Dambiyada qofka ama hantida, sida weerarka, kufsiiga, gawaarida, iwm, waa in isla markiiba loo wargaliyaa shaqaalaha fulinta sharciga ee maxaliga ah.
- i) Kormeerayaasha, Maareeyayaasha iyo / ama xubnaha hela warbixinta waa in ay si dhakhso ah u dhaqmaan si ay u baaraan iyo / ama u xaliyaan arinta.
- j) Taabaciiluhu wuxuu helayaa warbixin gudaheeda 5 (shan) maalmo shaqo oo ah warbixinta bilowga ah, ee ku saabsan baaritaanka, qiyaasta ama xallinta arinta.
- k) Haddii baaritaanka warbixinta, ee lagu sameeyay rumaysad wanaagsan oo ay baaritaan ku sameeyeen shaqaalaha gudaha, ma ahan ku qanacsanaanta Xaqiijiyaha, ka dibna wuxuu xaq u leeyahay inuu u sheego dhacdada wakaalad sharci ama baadhitaan ku haboon.
- l) Aqoonsiga "Whistleblower", haddii la ogyahay, waa inay sir ka dhigaan kuwa ay si toos ah ugu lug lahaanayaan siyaasaddan, haddii arrintu aysan u baahnayn baaritaan ay soo saaraan sharciga, taas oo ay xubno ka mid ah ururku ku xiran yihiin shuruudaha.

## 5 Arrimaha Xisaabinta iyo Hantidhawrka

Dhammaan cabashooyinka la xidhiidha xisaabinta iyo xisaabinta, habka xisaabinta shirkadaha, kontaroolada gudaha ama hanti-dhawrka waa in isla markiiba loo wargaliyaa Waaxda Hawlaha isla markaana ficil ku habboon la qaadaa ilaa arrinka si buuxda loo xalliyo.

## 6 Ku shaqeynaya iimaanka wanaagsan

Qof kasta oo xareynaya cabasho qoraal ah oo ku saabsan xadgudub ama xadgudub lagu tuhunsan yahay waa in uu u hoggaansamaa iimaan wanaagsan oo uu haysto sababo macquul ah oo lagu rumaysan karo in macluumaadka la soo bandhigay ay muujinayaan xadgudub.

Wixii kasta ee eedeymo ah oo caddaynaya in aan la caddaynin oo caddaynaya in si khalad ah loo sameeyey ama si khasaare ah loo been abuuray waxaa loo arki doonaa dembi ciqaab oo halis ah.

## 7 Asturnaanta

Xadgudubyada ama xadgudubyada laga shakisan yahay waxaa lagu soo gudbin karaa sirta qarsoodi ahaan. Warbixinnada xadgudubyada ama xadgudubyada laga shakisan yahay waxaa loo xajin doonaa qarsoodi ilaa inta suurtagal ah, oo waafaqsan baahida loo qabo in la qabto baaritaan ku filan

## 8 Adeegsiga Xadgudubyada La Soo Wariyay

Cabashada cabashada qofka cabashada waa la aqbali doonaa. Dhammaan warbixinnada si dhakhso ah ayaa loo baari doonaa waxaana la qaadi doonaa talaabo habboon oo sax ah haddii loo baahdo baaritaan.

## 9 Xukunka iyo Kormeerka

Siyaasadani dib ayaa loo eegayaa sanadkiiba si ay u fuliso maareynta sare ee maamulka SRM

- a) The Whistleblower shall receive a report within 5 (five) working days of the initial report, regarding the investigation, disposition or resolution of the issue.
- b) If the investigation of a report, that was done in good faith and investigated by internal personnel, is not to the Whistleblower's satisfaction, then he/she has the right to report the event to the appropriate legal or investigative agency.
- c) The identity of the Whistleblower, if known, shall remain confidential to those persons directly involved in applying this policy, unless the issue requires investigation by law enforcement, in which case members of the organization are subject to subpoena.