



Chartered  
Institute  
of Credit  
Management

## Whistle Blowing policy

**What to do if you have a concern regarding possible malpractice or maladministration by your tuition provider, employer or awarding body.**

CICM is committed to supporting candidates through their studies including dealing with any potential incidents of malpractice or maladministration which could lead to learners being disadvantaged.

The term 'malpractice' covers any deliberate actions, neglect, default or other practice that compromises or could compromise the:

- Assessment process
- Integrity of a regulated qualification
- Validity of a result or certificate
- Reputation and credibility of the CICM
- Qualification or the wider qualifications community.

CICM investigates any cases of suspected malpractice or maladministration as explained.

Potential sanctions include:

- Results of those involved have their result withdrawn and are barred from entering further CICM qualifications
- A coach receives no further work from the Institute
- A learning provider is reported to Ofqual/Qualifications Wales/CCEA Regulations

Please click [here](#) for CICM's Malpractice and Maladministration Guidance in our policy document for further information.

If you believe that another learner, your tuition provider or employer is compromising your learning or assessment prospects, for instance, by providing copies of your completed assignments to other learners, which you believe could lead to an increased risk of plagiarism, the CICM can put measures in place to protect your work.

Firstly, you need to contact [awardingbody@cicm.com](mailto:awardingbody@cicm.com) to outline the reasons for your concerns. You can also write to us at: Tracey Turville, Awarding Body Officer, Awarding Organisation, CICM, The Water Mill, Station Road, South Luffenham, Oakham, LE15 8NB.

The CICM will treat your concerns sensitively and in confidence and will consider how best to protect candidates, if relevant, during and after any investigation activity.