



Video Transcript (2 of 3)

Making an allegation

If you think you should raise a concern about a member consider whistleblowing guidance and talk to us. Submit your concern in writing and the Institute and Faculty of Actuaries will take it from there.

All cases are handled by a case manager and an investigation actuary with years of experience. Investigations lead to a case report, a neutral explanatory report to enable the independent adjudication panel to make a decision.

Members should refer themselves through the Institute and Faculty of Actuaries disciplinary process if you have been:

- convicted of a criminal offence (if it's not clear just ask);
- subject to civil or regulatory findings, or;
- you think you may have done something wrong that might constitute misconduct.

The General Counsel of the Institute and Faculty of Actuaries and the Chair of the Investigation Actuary Pool will decide if the matter should be investigated.

What should you do as a person raising a concern?

- Consult with the Disciplinary team
- Consider whistleblowing guidance
- Keep records
- Provide clear evidence
- Consider a chronology

Your written concern will be investigated. You may be asked to provide evidence or act as a witness.

To find out more contact us at disciplinary.enquiries@actuaries.org.uk