

# Protected Disclosures Act 2014

## Form PDA-1

### Annual Report of Statistics - Internal Reports made under section 6 of the Act

Section 22(1) of the Protected Disclosures Act 2014 requires every public body to make an annual report, no later than **1 March** each year, to the Minister for Public Expenditure, NDP Delivery & Reform on the number of protected disclosures made to the public body in respect of the immediately preceding calendar year.

**This table must be completed and returned to the Minister even if no protected disclosures have been made in the calendar year that is the subject of this report.**

The information provided in this table should cover **ONLY** reports made by workers connected to the public body using the **INTERNAL** reporting channels established under section 6(3) of the Act. For reports received under other sections of the Act, please use Form PDA-2.

Completed reports should be sent to: [pdreporting@per.gov.ie](mailto:pdreporting@per.gov.ie) by 1 March each year.

Detailed guidance on the completion of this form is set in Section 14 of the Statutory Guidance on the operation of the Protected Disclosures Act for public bodies and prescribed persons, published in November 2023 and available from: [www.gov.ie/protected-disclosures](http://www.gov.ie/protected-disclosures).

#### 1 Identification

1.1 Name of Public Body:

1.2 Calendar year covered by this report:

#### 2 Reports received in calendar year

2.1 How many reports were received via internal reporting channels in the calendar year?

**Instructions:**  
"Reports" means reports that tend to show "relevant wrongdoings" (as defined in section 5(3) of the Act). The term **does not refer** to reports or complaints about **penalisation against reporting persons**. All reports that trigger (or will trigger) an acknowledgement under the Act should be counted.

#### 3 Assessment of reports

3.1 Of the total number of reports received in the calendar year, how many were:

	(a) Fully	(b) Partially
3.1.1 Awaiting completion of assessment at year end?	<input type="text" value="0"/>	<input type="text" value="0"/>
3.1.2 Assessed as warranting further follow-up?	<input type="text" value="0"/>	<input type="text" value="0"/>
3.1.3 Referred to another more relevant procedure?	<input type="text" value="0"/>	<input type="text" value="0"/>
3.1.4 Closed with no further action taken?	<input type="text" value="0"/>	<input type="text" value="0"/>

**Instructions:**  
Where there is a single outcome to an assessment, please enter under column (a), Fully. Where multiple outcomes arise (e.g. if a report contains a range of allegations, which require a range of responses, please enter all that apply under column (b), Partially.

#### 4 Follow-up of reports

4.1 How many follow-up procedures were opened in the calendar year?

4.2 How many open follow-up procedures were carried over from the previous year?

4.3 How many follow-up procedures were closed in the calendar year?

4.4 How many follow-up procedures remained open at the end of the calendar year?

4.5 Of the number of follow-up procedures reported as still open in response to Q4.4, how many are:

4.5.1 Open less than 1 year?	<input type="text" value="0"/>
4.5.2 Open more than 1 year but less than 3 years?	<input type="text" value="0"/>
4.5.3 Open more than 3 years but less than 5 years?	<input type="text" value="0"/>
4.5.4 Open 5 or more years?	<input type="text" value="0"/>

4.6 What was the **average** length (in weeks) of the follow-up procedures closed in the calendar year?

4.7 What was the **median** length (in weeks) of the follow-up procedures closed in the calendar year?

**Instructions:**  
"Follow-up procedures" means any form of follow-up action to a report taken to establish the veracity of the information reported. This could include an investigation, audit, inspection, etc. The term **does not refer** to follow-up or investigation of claims of **penalisation against reporting persons**.  
The response to Q.5.2 should also include all open follow-up procedures carried over that commenced prior to the commencement of the Protected Disclosures (Amendment) Act 2022 (i.e. before 1 January 2023).

#### 5 Matters followed-up

5.1 Of the follow-up procedures opened in calendar year reported in response to Q4.1, how many involved:

5.1.1 Criminal offences?	<input type="text" value="0"/>
5.1.2 Breaches of a legal obligation?	<input type="text" value="0"/>
5.1.3 Miscarriage of justice?	<input type="text" value="0"/>
5.1.4 Endangerment of health and safety?	<input type="text" value="0"/>
5.1.5 Damage to the environment?	<input type="text" value="0"/>
5.1.6 Unlawful or improper use of public funds?	<input type="text" value="0"/>
5.1.7 Acts or omissions that are oppressive, discriminatory or grossly negligent or constitute gross mismanagement?	<input type="text" value="0"/>
5.1.8 Breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive)?	<input type="text" value="0"/>

**Instructions:**  
Where a follow-up procedure falls under more than one of the headings listed at 5.1.1 to 5.1.9, please report under each heading that applies. For example, if a follow-up procedure was opened during the year that concerned both a breach of a legal obligation and damage to the environment, this should be recorded under both headings 5.1.2 **and** 5.1.5.  
If any follow-up procedures have been opened under heading 5.1.8 (breaches of EU law), please also complete Q6. Otherwise proceed to Q.7.

5.1.9 Concealment or destruction of information tending to show any matter falling within items 6.1.1 to 6.1.8?

**6 Follow-up of matters related to breaches of EU law**

6.1 Of the follow-up procedures reported as opened in response to Q5.1.8 (breaches of EU law), if any, how many involved breaches of:

**Instructions:**

Complete this section **ONLY** if one or more follow-up procedures have been opened in respect of breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive).

6.1.1 Public procurement?	<input type="text" value="0"/>
6.1.2 Financial services, products and markets, and prevention of money laundering and terrorist financing?	<input type="text" value="0"/>
6.1.3 Product safety and compliance?	<input type="text" value="0"/>
6.1.4 Transport safety?	<input type="text" value="0"/>
6.1.5 Protection of the environment?	<input type="text" value="0"/>
6.1.6 Radiation protection and nuclear safety?	<input type="text" value="0"/>
6.1.7 Food and feed safety and animal health and welfare?	<input type="text" value="0"/>
6.1.8 Public health?	<input type="text" value="0"/>
6.1.9 Consumer protection?	<input type="text" value="0"/>
6.1.10 Protection of privacy and personal data and security of network and information systems?	<input type="text" value="0"/>
6.1.11 The financial interests of the EU?	<input type="text" value="0"/>
6.1.12 The functioning of the EU Internal Market?	<input type="text" value="0"/>

**7 Outcome of follow-up procedures**

(a) Fully (b) Partially

7.1 Of the follow-up procedures reported as closed in response to Q4.3, how many were closed because no wrongdoing was found or insufficient evidence of wrongdoing could be found?

<input type="text" value="0"/>	<input type="text" value="0"/>
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**Instructions:**

"Further proceedings or sanctions" means any further internal actions taken by the public body once it has been established a relevant wrongdoing has occurred. This includes any disciplinary action taken against persons responsible for the wrongdoing.

7.2 Of the follow-up procedures reported as closed in response to Q4.3 and the result of the follow-up procedure was that a wrongdoing was found to have occurred, how many resulted in:

"Referral or transmission to another body for further follow-up" means any further external action taken by the public body. It includes referral of a matter to An Garda Síochána for further follow-up or self-reporting of a wrongdoing to a relevant regulatory or supervisory authority.

7.2.1 Further proceedings or sanctions?	<input type="text" value="0"/>
7.2.2 Referral or transmission to another body for further follow-up?	<input type="text" value="0"/>
7.2.3 Changes to policies and/or procedures?	<input type="text" value="0"/>
7.2.4 Recovery of lost funds?	<input type="text" value="0"/>
7.3 Of the follow-up, procedures reported as closed in response to Q4.3, what (where relevant) is the estimated financial damage to the public body arising from the wrongdoing reported?	€ <input type="text" value="-"/>
7.4 Of the follow-up procedures reported as closed in response to Q4.3, what (where relevant) is the estimated amount of funds recovered by the public body arising from its follow-up?	€ <input type="text" value="-"/>

"Financial damage" refers to damage caused by the relevant wrongdoing reported. The calculation of "financial damage" should include any fines, financial penalties or other damages imposed on the public body arising directly from the wrongdoing reported. It does **not** relate to any **finances or compensation awarded or paid to a reporting person** arising from a claim of penalisation or any **financial damage suffered by the reporting person due to penalisation**.

**8 Anonymous reports**

8.1 Of the total number of reports received in response to Q2, how many were made anonymously?	<input type="text" value="0"/>
8.2 How many follow-up procedures were opened in response to anonymous reports in the calendar year?	<input type="text" value="0"/>
8.3 How many anonymous reporting persons subsequently disclosed their identity to the Designated Person in the calendar year?	<input type="text" value="0"/>

# Protected Disclosures Act 2014

## Form PDA-2 Suitable persons

### Annual Report of Statistics - External Reports made or transmitted under sections 7, 7A, 10C and 10D of the Act

Section 22(1) of the Protected Disclosures Act 2014 requires every public body to make an annual report, no later than **1 March** each year, to the Minister for Public Expenditure, NDP Delivery & Reform on the number of protected disclosures made to the public body in respect of the immediately preceding calendar year.

**This table must be completed and returned to the Minister even if no protected disclosures have been received or are on hand in the calendar year that is the subject of this report.**

The information provided in this table should cover **ONLY** reports made by workers using the **EXTERNAL** reporting channels established under section 7(2A) of the Act or transmitted under sections 7A(1)(b)(vi), 10C(1)(b) and 10D(1)(b)(ii) of the Act. For internal reports received under section 6 of the Act, please use Form PDA-1.

Completed reports should be sent to: pdreporting@per.gov.ie by 1 March each year.

Detailed guidance on the completion of this form is set in Section 14 of the Statutory Guidance on the operation of the Protected Disclosures Act for public bodies and prescribed persons, available from: [www.gov.ie/protected-disclosures](http://www.gov.ie/protected-disclosures).

#### 1 Identification

1.1 Name of Body and prescribed person:

Atlantic Technological University

1.2 Calendar year covered by this report:

2024

#### 2 Reports received in calendar year

2.1 Of the reports received in the calendar year that is the subject of this report, how many were:

- 2.1.1 Received via the external reporting channel established under section 7(2B) of the Act?
- 2.1.2 Transmitted by another prescribed person under section 7A(1)(b)(vi) of the Act?
- 2.1.3 Transmitted by the Protected Disclosures Commissioner under section 10C(1)(b) of the Act?
- 2.1.4 Transmitted by the Protected Disclosures Commissioner under section 10D(1)(b)(ii) of the Act?
- 2.1.5 Total number of reports received

0
0
0
0
0

#### Instructions:

"Reports" means reports that tend to show "relevant wrongdoings" (as defined in section 5(3) of the Act). The term **does not** refer to reports or complaints about **penalisation against reporting persons**.

All reports that trigger an acknowledgement under the Act (or would have triggered an acknowledgement but the reporting person requested otherwise) should be counted.

Where the **same relevant wrongdoing** is reported by the **same person** and **reported both directly to the body and transmitted to the body** by another prescribed person or the Protected Disclosures Commissioner, it should be counted as a single report under heading 3.1.1.

#### 3 Assessment of reports

3.1 Of the total number of reports received in the calendar year, how many were:

(a) Fully (b) Partially

- 3.1.1 Awaiting completion of assessment at year end?
- 3.1.2 Assessed as warranting further follow-up?
- 3.1.3 Transmitted to another prescribed person or the Protected Disclosures Commissioner?
- 3.1.4 Closed because the report was clearly minor?
- 3.1.5 Closed because of a lack of information or evidence?
- 3.1.6 Closed because it was a repetitive report containing no meaningful new information?
- 3.1.7 Referred to another more relevant procedure?
- 3.1.8 Assessed as warranting no further follow-up?

	(a) Fully	(b) Partially
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	

#### Instructions:

Where there is a single outcome to an assessment, please enter under column (a), Fully. Where multiple outcomes of an assessment arise (e.g. if a report contains a range of allegations which require a range of responses, please enter all that apply under column (b), Partially).

#### 4 Matters assessed

4.1 Of the reports received and assessed in the calendar year in section 3.1, how many involved:

- 4.1.1 Criminal offences?
- 4.1.2 Breaches of a legal obligation?
- 4.1.3 Miscarriage of justice?
- 4.1.4 Endangerment of health and safety?
- 4.1.5 Damage to the environment?
- 4.1.6 Unlawful or improper use of public funds?
- 4.1.7 Acts or omissions that are oppressive, discriminatory or grossly negligent or constitute gross mismanagement?

0
0
0
0
0
0
0

#### Instructions:

4.1.8	Breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive)?	0
4.1.9	Concealment or destruction of information tending to show any matter falling within items 4.1.1 to 4.1.8?	0

<b>5</b>	<b>Matters investigated - Breaches of EU laws</b>	
5.1	Of the reports received in response to Q4.1.8 (breaches of EU law), how many involved breaches of:	
5.1.1	Public procurement?	0
5.1.2	Financial services, products and markets?	0
5.1.3	Prevention of money laundering and terrorist financing	0
5.1.4	Product safety and compliance?	0
5.1.5	Transport safety?	0
5.1.6	Protection of the environment?	0
5.1.7	Radiation protection and nuclear safety?	0
5.1.8	Food and feed safety?	0
5.1.9	Animal Health and Welfare?	0
5.1.10	Public health?	0
5.1.11	Consumer protection?	0
5.1.12	Protection of privacy and personal data?	0
5.1.13	Security of network and information systems?	0
5.1.14	The financial interests of the EU?	0
5.1.15	Union competition and State aid rules?	0
5.1.16	Rules of corporate tax?	0
5.1.17	The functioning of the EU Internal Market?	0

<b>6</b>	<b>Investigation of reports</b>	
6.1	How many investigations were opened in the calendar year?	0
6.2	How many open investigations were carried over from the previous year?	0
6.3	How many investigations were closed in the calendar year?	0
6.4	How many investigations remained open at the end of the calendar year?	0
6.5	Of the number of investigations reported as still open in response to Q5.4, how many are:	
6.5.1	Open less than 1 year?	0
6.5.2	Open more than 1 year but less than 3 years?	0
6.5.3	Open more than 3 years but less than 5 years?	0
6.5.4	Open 5 or more years?	0
6.5.5	What was the <b>average</b> length of the investigations closed in the calendar year?	0
6.5.6	What was the <b>median</b> length of the investigations closed in the calendar year?	0

**Instructions:**  
 "Investigation", for the purposes of this exercise, refers to any form of follow-up action to a report taken to establish the veracity of the information reported. The term **does not refer** to investigations of claims of **penalisation against reporting persons**.  
 Examples of investigations include but are not limited to: setting up of investigative committees or commissions, inspections, audits, etc.  
 The response to Q5.2 should also include all open investigations carried over that commenced **prior** to the commencement of the Protected Disclosures (Amendment) Act 2022 (i.e. before 1 January 2023).

<b>7</b>	<b>Matters investigated</b>	
7.1	Of the investigations completed in the calendar year reported in response to Q6.1, how many involved:	
7.1.1	Criminal offences?	0
7.1.2	Breaches of a legal obligation?	0
7.1.3	Miscarriage of justice?	0
7.1.4	Endangerment of health and safety?	0
7.1.5	Damage to the environment?	0
7.1.6	Unlawful or improper use of public funds?	0
7.1.7	Acts or omissions that are oppressive, discriminatory or grossly negligent or constitute gross mismanagement?	0
7.1.8	Breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive)?	0
7.1.9	Concealment or destruction of information tending to show any matter falling within items 5.1.1 to 5.1.8?	0

**Instructions:**  
 Where an investigation falls under more than one of the headings listed at 5.1.1 to 5.1.9, please report under each heading that applies. For example, if one investigation was opened during the year that concerned both a breach of a legal obligation and damage to the environment, enter '1' under both headings 5.1.2 **and** 5.1.5.  
 If any investigations have been opened under heading 5.1.8 (breaches of EU law), please also complete Q6. Otherwise proceed to Q7.

<b>8</b>	<b>Matters investigated - Breaches of EU laws</b>	
8.1	Of the investigations reported as closed in response to Q6.1.8 (breaches of EU law), how many involved breaches of:	<b>Instructions:</b> Complete this section <b>ONLY</b> if one or more investigations have been opened in respect of breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive).
8.1.1	Public procurement?	0
8.1.2	Financial services, products and markets?	0
8.1.3	Prevention of money laundering and terrorist financing?	0
8.1.4	Product safety and compliance?	0
8.1.5	Transport safety?	0
8.1.6	Protection of the environment?	0
8.1.7	Radiation protection and nuclear safety?	0
8.1.8	Food and feed safety?	0
8.1.9	Animal Health and Welfare?	0
8.1.10	Public health?	0
8.1.11	Consumer protection?	0
8.1.12	Protection of privacy and personal data?	0
8.1.13	Security of network and information systems?	0
8.1.14	The financial interests of the EU?	0
8.1.15	Union competition and State aid rules?	0
8.1.16	Rules of corporate tax?	0
8.1.17	The functioning of the EU Internal Market?	0

<b>9</b>	<b>Proceedings initiated</b>	
9.1	How many proceedings were initiated on foot of investigations in the calendar year?	<b>Instructions:</b> "Proceedings" covers all types of formal enforcement action taken by a prescribed person triggered wholly or mainly by a report of a relevant wrongdoing. Examples include: warning/improvement notices; fines or other financial penalties; and any judicial proceedings taken (civil or criminal). It <b>does not include</b> any proceedings concerning <b>penalisation of a reporting person</b> .
9.2	How many cases were referred to another body to initiate proceedings in the calendar year?	0
9.3	How many proceedings have concluded this year?	0
9.4	What was the <b>average</b> length (in weeks) of the proceedings that concluded in the calendar year?	0
9.5	What was the <b>median</b> length (in weeks) of the proceedings that concluded in the calendar year?	0

"Cases referred to another body" could include referral of a matter to the DPP for prosecution.  
Cases referred to other bodies to initiate proceedings should not be counted in the average and median times reported under Q7.3 and Q7.4.

<b>10</b>	<b>Subject of proceedings initiated</b>	
10.1	Of the proceedings initiated or referred to another body in the calendar year reported in response to Q7.1, how many involved:	<b>Instructions:</b> Where proceedings fall under more than one of the headings listed at 8.1.1 to 8.1.9, please include under each heading that applies. For example, if one set of proceedings was opened during the year that concerned both a breach of a legal obligation and damage to the environment, enter '1' under both headings 8.1.2 <b>and</b> 8.1.5. If any proceedings have been opened under heading 8.1.8 (breaches of EU law), please also complete Q9. Otherwise proceed to Q10.
10.1.1	Criminal offences?	0
10.1.2	Breaches of a legal obligation?	0
10.1.3	Miscarriage of justice?	0
10.1.4	Endangerment of health and safety?	0
10.1.5	Damage to the environment?	0
10.1.6	Unlawful or improper use of public funds?	0
10.1.7	Acts or omissions that are oppressive, discriminatory or grossly negligent or constitute gross mismanagement?	0
10.1.8	Breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive)?	0
10.1.9	Concealment or destruction of evidence of any of the above wrongdoing?	0

<b>11</b>	<b>Subject of proceedings initiated - Breaches of EU laws</b>	
11.1	Of the proceedings reported as initiated in response to Q8.1.8 (breaches of EU law), how many involved breaches of:	<b>Instructions:</b> Complete this section <b>ONLY</b> if one or more proceedings have been initiated in respect of breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive).
11.1.1	Public procurement?	0
11.1.2	Financial services, products and markets?	0
11.1.3	Prevention of money laundering and terrorist financing?	0
11.1.4	Product safety and compliance?	0
11.1.5	Transport safety?	0
11.1.6	Protection of the environment?	0
11.1.7	Radiation protection and nuclear safety?	0
11.1.8	Food and feed safety?	0
11.1.9	Animal Health and Welfare?	0
11.1.10	Public health?	0
11.1.11	Consumer protection?	0
11.1.12	Protection of privacy and personal data?	0

11.1.13	Security of network and information systems?	0
11.1.14	The financial interests of the EU?	0
11.1.15	Union competition and State aid rules?	0
11.1.16	Rules of corporate tax?	0
11.1.17	The functioning of the EU Internal Market?	0

<b>12</b>	<b>Outcome of proceedings</b>			<b>Instructions:</b>
12.1	Of the proceedings reported as initiated how many resulted in:			"Other enforcement action" refers to any other action taken to address the relevant wrongdoing other than those listed under Qs 10.1.1 to 10.1.4. It could include: formal warnings, improvement notices, confiscation of offending items/materials, closure orders, cease and desist orders etc.
12.1.1	Criminal prosecution?	0		
12.1.2	Fines or other financial penalties?	0		
12.1.3	Recovery of lost funds?	0		
12.1.4	Award of damages?	0		
12.1.5	Other enforcement action?	0		"Financial damage" relates to damage caused by the relevant wrongdoing reported. It does <b>not</b> relate to <b>financial damage suffered by the reporting person due to penalisation</b> .
12.1.6	No outcome?	0		
12.1.7	Breaches of the EU laws within the scope of Article 2 of Directive (EU) 2019/1937 (the Whistleblowing Directive)?	0		For the calculation of "financial damage", the ascertainment of the damage by any public body (including the courts) should be taken into account.
12.2	Of the proceedings reported as initiated, what (where relevant) is the estimated financial damage arising from the wrongdoing reported?	€	-	The calculation of "financial damage" <b>should not include</b> any <b>fin</b> es or <b>other financial penalties</b> imposed. (These are to be reported on under headings 10.3 and 10.4.)
12.3	Of the proceedings reported as initiated, what (where relevant) is the total value of fines and/or other financial penalties imposed as a result of these proceedings?	€	-	Fines and other financial penalties <b>should not include</b> any <b>damages awarded to a reporting person</b> or any <b>fin</b> es/penalties imposed for <b>penalisation of a reporting person</b> .
12.4	Of the proceedings reported as initiated, what (where relevant) is the estimated amount of funds recovered as a result of proceedings?	€	-	

<b>13</b>	<b>Outcome of proceedings - Breaches of EU Laws</b>			
13.1	Of the proceedings reported as completed in response to Q12.1.7 (breaches of EU law), how many involved breaches of:			
13.1.1	Public procurement?	0		<b>Instructions</b>
13.1.2	Financial services, products and markets?	0		
13.1.3	Prevention of money laundering and terrorist financing?	0		
13.1.4	Product safety and compliance?	0		
13.1.5	Transport safety?	0		
13.1.6	Protection of the environment?	0		
13.1.7	Radiation protection and nuclear safety?	0		
13.1.8	Food and feed safety?	0		
13.1.9	Animal Health and Welfare?	0		
13.1.10	Public health?	0		
13.1.11	Consumer protection?	0		
13.1.12	Protection of privacy and personal data?	0		
13.1.13	Security of network and information systems?	0		
13.1.14	The financial interests of the EU?	0		
13.1.15	Union competition and State aid rules?	0		
13.1.16	Rules of corporate tax?	0		
13.1.17	The functioning of the EU Internal Market?	0		

<b>14</b>	<b>Anonymous reports</b>			
14.1	Of the total number of reports received in response to Q2, how many were made anonymously?	0		<b>Instructions:</b>
14.2	How many investigations were opened in response to anonymous reports in the calendar year?	0		
14.3	How many proceedings were opened in response to anonymous reports in the calendar year?	0		
14.4	How many anonymous reporting persons subsequently disclosed their identity in the calendar year?	0		