

# WORKING WITH WHISTLEBLOWERS STARTER PACK

This starter pack identifies best practice resources for House offices when working with whistleblower constituents and oversight sources. It is part of a larger **resource library** developed by the independent, nonpartisan Office of the Whistleblower Ombuds. Learn more about the Office's **confidential services**.



**“ The resources provided and the confidential phone call were invaluable! – House Staffer**

## ONE PAGER: Guidance for Members on Working with Whistleblowers

This **one pager** provides an overview of how Member Offices can work effectively with whistleblower constituents and other sources.

### GUIDANCE FOR MEMBERS ON WORKING WITH WHISTLEBLOWERS

How to Support Constituents and Sources

The Office of the Whistleblower Ombuds is an independent, nonpartisan support office that advises the House on best practices for working with whistleblowers from the public and private sectors.

In what contexts may I work with whistleblowers?

As a Member of Congress, you may hear from whistleblower constituents or other sources who are seeking to address an alleged wrongdoing or

The findings provided to staff present a high

## DESK GUIDE: Working with Whistleblowers: Do's and Don'ts

This **desk guide** is a primer on best practices and common pitfalls when working with whistleblowers.

### WORKING WITH WHISTLEBLOWERS: DO'S AND DON'TS

Congress plays a critical role in learning from and protecting whistleblowers in furtherance of its Article I constituent and oversight responsibilities. This work may require heightened sensitivity because of the high stakes involved. Reach out to the Office of the Whistleblower Ombuds for further information and see the related Whistleblower Intake Checklist in the library of guidance documents. Here are some "Do's and Don'ts" to help guide you when a whistleblower contacts your office.

## GUIDANCE DOCUMENT: Congress' Obligations When Working with Whistleblowers

This **document** addresses common questions offices may have when working with whistleblowers, including requirements and best practices for handling restricted information.

### CONGRESS' OBLIGATIONS WHEN WORKING WITH WHISTLEBLOWERS

This document addresses common questions House offices may have when working with whistleblowers on sensitive matters, including requirements and best practices for handling restricted information. The Office of the Whistleblower Ombuds is available for case-specific confidential consultations as well as private trainings on related best practices. For legal advice, contact the House Office of General Counsel.

#### APPROACHES TO MITIGATE RISK

Congress cannot prevent legal advice to whistleblowers. However, it is appropriate to recommend that the whistleblower consult knowledgeable counsel before sharing restricted documentation.

As a rule, whistleblowers are bringing forward information that needs to be handled with caution.

records in connection with either a related criminal proceeding or related civil litigation. There may be alternative methods to confirm the whistleblower's allegations without associating them. When in doubt, consult respective legal counsel for guidance.

COMPLIANCE WITH THE HOUSE CODE OF CONDUCT

## VIDEO: Whistleblower Intake 5 Quick Tips

This **video** offers introductory guidance for conducting intake. Check out the **Working with Whistleblowers Learning Path** for more quick tips.

### WHISTLEBLOWER INTAKE 5 QUICK TIPS

## INFOGRAPHIC: Whistleblower Case Management Intake Workflow with Guiding Phrases

This **infographic** is a desk guide for the case management workflow — from intake through follow-up. It can be paired with **Guiding Phrases for Working with Whistleblowers**.



## TRAINING MANUAL: Best Practices for Working with Whistleblowers

This **manual**, available on HouseNet, provides foundational guidance and templates for working with whistleblowers. Pair it with the Office's *Best Practices for Working with Whistleblowers training*.

