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| **Reference number** | **Type of serious incident** |
| **1** | Incidents of abuse or mistreatment (alleged or actual) of beneficiaries of the charity (adults or children) which have resulted in or risk significant harm to them **and**:* this happened while they were under the care of the charity
* other incidents of abuse or mistreatment (alleged or actual) of people who come into contact with the charity through its work, which have resulted in or risk significant harm to them and are connected to the charities activities
* breaches of procedures or policies which has put people who come into contact with the charity at significant risk of harm, including failure to carry out relevant vetting checks which would have identified that a person is disqualified in law from holding their position within the charity. This might be, for example, because they are disqualified in law, from working with children or adults)6.

The above may include incidents in the workplace that have resulted in or risk significant harm to Trustees, staff or volunteers. |
| **2** | Number and nature of staffing incidents indicate there are widespread or systematic issues connected to sexual harassment, abuse and/or other misconduct in the charity. |
| **3** | The level of harm to the victims and/or likely damage to the reputation of or public trust in the charity is particularly high. |
| **4** | There has been alleged abuse of a beneficiary, staff member, volunteer or someone else who it comes into contact with through its work, which has occurred outside of the charity (e.g. in the family home or community) and:* The abuse was not connected to its activities in any way
* The person responsible for the abuse was not a trustee, staff member or volunteer.

In such incidents, the RC Group are **not** expected to report to the Commission unless it’s found (or alleged) that the incident wasn’t handled appropriately by our charity and this resulted in harm to the person or persons concerned. |