

WHISTLEBLOWING POLICY STATEMENT

Scope:

This policy is written to show the Company's commitment to conducting business in an open, honest and ethical behaviour. Our employees/staff as well as our clients expect us to comply with our legal responsibilities ethically.

This policy is also intended to explain the employee's duty of confidentiality to the company and to our past, current and potential clients.

B&M accepts responsibility under the Public Interest Disclosure Act 1998 and the Employment Rights Act 1996 to:

- Encourage you to feel confident in raising serious concerns and to question and act upon your concerns
- Provide a way for you to raise those concerns and receive feedback on any action taken as a result
- Ensure you get a response to your concern
- Reassure you that if you raise a concern in good faith and reasonably believe them to be true, you will be protected from reprisal or victimisation
- Take disciplinary action against anyone who destroys or conceals malpractice

Whistleblowing Description:

Whistleblowing is the act of telling either your employer or the authorities about something you deem is wrong or illegal.

You are a whistle-blower if you are an employee, and you report certain types of wrongdoings. This will usually be something you've seen at work - though not always.

The wrongdoing you disclose must be in the public interest. This means it must affect others, for example the general public.

A Whistleblowing Act consists of:

- A criminal offence, for example fraud
- Someone's health and safety is in danger
- Risk or actual damage to the environment
- A miscarriage of justice
- You believe someone is covering up a wrongdoing

You can raise your concern at any time about an incident that happened in the past, is happening now, or you believe will happen in the near future by following the grievance procedure.

Complaints that do not count as whistleblowing

This policy does not cover personal/private grievances or complaints (such as bullying, harassment or discrimination) of individuals that may be raised to the Employment Tribunal. If you have any such concerns of your employment, please speak to HR or your line manager.



NICK BROWN
Managing Director

Policy to be reviewed no later than 27 May 2022