

WHISTLEBLOWING POLICY STATEMENT

Control Centre Solutions Ltd is committed to providing a quality service in a manner that ensures a safe and healthy workplace for our workers and clients, and minimises our potential impact on the environment. We are also committed to providing equal opportunities and to avoiding unlawful discrimination in employment.

The aim of this Policy is to encourage workers and others who have serious concerns about any aspect of the company's work to come forward and voice those concerns. It is also important for workers to understand that there will be no adverse repercussions for raising these issues with Control Centre Solutions Ltd.

Whistleblowing is the term used when a worker passes on information wrongdoing. The wrongdoing will typically (although not necessarily) be something they have witnessed at work. Whistle blowing is therefore 'making a disclosure in the public interest' and occurs when a worker raises a concern about danger or illegality that affects others, for example members of the public.

To be covered by whistleblowing law, a worker who makes a disclosure must reasonably believe two things. The first is that they are acting in the public interest. The second thing that a worker must reasonably believe is that the disclosure tends to show past, present or likely future wrongdoing falling into one or more of the following categories:

- Criminal offences (this may include, for example, types of financial impropriety such as fraud)
- Failure to comply with an obligation set out in law
- Miscarriages of justice
- Endangering of someone's health and safety
- Damage to the environment
- Covering up wrongdoing in the above categories

Workers are often the first to realise that there may be something seriously wrong within the organisation. The information that workers may uncover could prevent wrongdoing, which may damage the organisation's reputation and/ or performance, and could even save people from harm or death. 'Whistleblowing' is viewed by Control Centre Solutions Ltd as a positive act that can make a valuable contribution to the company's efficiency and long-term success. It is not disloyal to colleagues or the company to speak up.

The Employment Rights Act 1996 (as amended by the Public Interest Disclosure Act 1998) provides protection for workers who 'blow the whistle' where they reasonably believe that some form of illegality, injustice or breach of health and safety has occurred or is likely to occur. The disclosure has to be 'in the public interest'. We encourage you to use the procedure to raise any such concerns.

The Procedure:

In the first instance you should report any concerns you may have to the Director/ Operations Manager who will treat the matter with complete confidence. If you are not satisfied with the explanation or reason given to you, you should raise the matter with the appropriate official organisation or regulatory body.

Treatment by Others

Bullying, harassment or any other detrimental treatment afforded to a colleague who has made a qualifying disclosure is unacceptable. Anyone found to have acted in such a manner would be subject to disciplinary action.

If you make an allegation in good faith and reasonably believing it to be true, but it is not confirmed by the investigation, we will recognise your concern and you have nothing to fear. If however, you make an allegation frivolously, maliciously or for personal gain, disciplinary action may be taken.

Signed:



Mr Scott Hughes, Director

Date: 17th April 2023