



Whistleblowing Policy

January 2025

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1. Purpose

This Whistleblowing Policy is designed to support a culture of integrity, transparency, and accountability within our construction company. It provides a safe and structured mechanism for employees, subcontractors, and other stakeholders to report serious concerns or misconduct without fear of reprisal. Ensuring compliance with legal obligations, safety standards, and ethical practices is critical in the high-risk environment of construction.

2. Scope

This policy applies to all individuals working at or with the company, including:

- Full-time and part-time employees
- Temporary and contract staff
- Subcontractors and tradespeople
- Suppliers and consultants
- Any third parties acting on behalf of the company

3. What is Whistleblowing?

Whistleblowing is the reporting of suspected wrongdoing or dangers in relation to our construction activities. This includes:

- Unsafe working conditions or breaches of site safety regulations
- Failure to use proper personal protective equipment (PPE)
- Negligent construction practices that endanger workers or the public
- Fraud, including false billing, kickbacks, or misappropriation of funds
- Environmental violations (e.g., unauthorized dumping of hazardous waste)
- Discrimination, harassment, or abuse of authority
- Covering up or ignoring known violations

4. Responsibilities

All personnel are responsible for reporting suspected violations. Supervisors and managers must:

- Encourage open communication without fear
- Ensure concerns are documented and passed to the appropriate channels
- Support investigations and avoid any form of retaliation

5. Reporting Channels

Reports can be made through the following methods:

- Directly to a Site Supervisor or Project Manager
- To the Health & Safety Officer on site
- Via the Human Resources Department
- To The Managing Director
- Using the Anonymous Whistleblower Hotline or Email: [Insert Details]

Reports should include as much detail as possible, including dates, names, locations, and any supporting evidence.

6. Confidentiality and Anonymity

We are committed to maintaining the confidentiality of all whistleblowers. Reports can be made anonymously, although in some cases anonymity may limit the ability to investigate fully. I

Identity will not be disclosed without consent, unless required by law.

7. Investigation Process

Upon receipt of a report:

- The report will be acknowledged within 5 working days
- A preliminary assessment will determine whether a full investigation is needed
- An impartial investigator will be assigned
- Evidence will be collected, and relevant individuals may be interviewed
- The whistleblower may be contacted for clarification or additional information
- Findings will be documented, and corrective action will be taken if necessary

Outcomes may not always be disclosed in full due to privacy or legal constraints, but the whistleblower will be informed as appropriate.

8. Protection Against Retaliation

We strictly prohibit retaliation against anyone who reports concerns in good faith. This includes:

- Dismissal or demotion
- Bullying or harassment
- Unjustified negative performance reviews
- Exclusion from team activities or site duties

Retaliation should be reported immediately and will result in disciplinary action.

9. False Allegations

Deliberately making false or malicious allegations is a serious offense. If an investigation reveals that a report was made in bad faith, disciplinary measures may be taken against the individual responsible.


10. Training and Awareness

All employees will receive training on this policy during onboarding and through periodic refresher sessions. Posters or notices may be placed on-site to remind personnel of how to report concerns.

11. Policy Review

This policy will be reviewed annually, or more frequently if required, to ensure it remains effective, compliant with legal standards, and aligned with industry's best practices. Updates will be communicated company

Name: Jon Pendus

Signature.....

Position: Managing Director

Date: 27th January 2025

Review Date: 27th January 2026