

Whistle Blowing Policy

This Policy reflects the requirement within the Public Interest Disclosure Act 1998 (The 'Act'), which provides protection to individuals who disclose, in good faith, information about alleged wrongdoing at work, providing:

- The information is disclosed in good faith.
- They reasonably believe that the information and any allegation contained in it to be substantially true.
- The worker does not act maliciously or make false allegations.
- The worker does not act for personal gain.

The 'Act' protects disclosures of information relating to one or more of the following:

- a criminal offence
- the breach of a legal obligation
- a miscarriage of justice
- a danger to the health or safety of any individual
- damage to the environment; or
- deliberate covering up of information tending to show any of the above five matters.

This policy is intended for use with allegations which appears likely to harm the reputation of Network Scaffolding Contractors Ltd. All other matters should be raised through the appropriate policy.

Procedure

Employees wishing to make a disclosure should do so in the first instance to their line manager. If the disclosure is about the line manager then the disclosure should be made to the Managing Director.

Network Scaffolding Contractors Ltd will not tolerate the harassment or victimisation of anyone raising a genuine concern, however Network Scaffolding Contractors Ltd recognises that the employee may want to raise a concern in confidence under this policy, and the identity of the employee will not be disclosed without their consent. However, in situations where concerns cannot be resolved without revealing the employee's identity (for instance because their evidence is needed in court) the matter will be discussed with the employee and the matter of how and whether Network Scaffolding Contractors Ltd can proceed with the issue raised.

Investigation

The person to whom the disclosure is made will normally consider the information and decide on the form of investigation. Any investigation will be conducted as sensitively and speedily as reasonably possible. The employee will be notified in writing of the intended timetable for the investigation.

This policy is maintained and reviewed at least annually to ensure continual suitability and that any changes in our organisation, arrangements, scope of operations and our working practices are considered.



Stephen Guthrie
Managing Director