

## Anti Bribery and Corruption Policy

It is our policy to conduct our business in an honest and ethical manner, acting professionally, fairly and with integrity in all of our business dealings and relationships wherever we operate.

We will take a zero-tolerance approach to bribery and corruption within our own team and extended business relationships, and are committed to upholding all laws relevant to countering bribery and corruption including the Bribery Act 2010.

## WHAT IS BRIBERY?

A bribe is an inducement or reward offered, promised or provided in order to gain any commercial, contractual, regulatory or personal advantage. At the end of this document there is a schedule setting out some scenarios that illustrate potential bribery.

Where an employee breaches this policy, our disciplinary process will be immediately enacted, and where it is an extended business relationship, relevant necessary contractual action will be taken.