



Anti-Bribery & Corruption Policy.

Policy Ref Number: GFS-AB02

DETAILS:

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Anti-Bribery and Corruption Policy

Griffin Fixing Solutions operates a zero tolerance policy with regard to bribery and corruption and all Directors/employees and officers of the organisation are bound by this policy. Gifts and Hospitality With regard to gifts and hospitality and expenses the following requirements are mandatory

1. Griffin Fixing Solutions forbids any officer or employee of the company to solicit any gift or hospitality in the course of his/her employment.
2. Griffin Fixing Solutions forbids any officer or employee of the company from offering or receiving from any person or organisation who has had, has or may have any influence over the business of the company:
 - (A) A personal or corporate gift (to a value in excess of £500)
 - (B) Hospitality (to a value in excess of £500)
3. Griffin Fixing Solutions forbids any officer or employee of Griffin Fixing Solutions from offering or receiving any gift or hospitality which is in breach of relevant law.
4. Compliance with this policy is a condition of each officer and employee's contract of employment.
5. Every employee or officer of Griffin Fixing Solutions has a responsibility to speak out if they suspect corruption or are aware of any gift or hospitality given or received which may be in breach of this policy.

Any concern in respect of such breach by:

- Another member of staff
- A third party representing Griffin Fixing Solutions
- A supplier or competitor of Griffin Fixing Solutions
- Any other stakeholders/customers must be reported to Robert Griffin, Anna Griffin or Scott Bailey as soon as possible. All allegations of any breach of this policy will be investigated. If any officer or employee has any questions on this policy please contact Robert Griffin, Anna Griffin or Scott Bailey.

Managing Director Signature

Sign:

Date: