

ANTI BRIBERY POLICY

This Policy was created and reviewed/approved around the guidance of the ministry of justice the bribery act 2010 by the managing director

Lyndhurst Precision Engineering Limited 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.

Lyndhurst Precision Engineering Limited will constantly uphold all laws relating to anti-bribery and corruption in all the jurisdictions in which we operate. We are bound by the laws of the UK, including the Bribery Act 2010, in regards to our conduct both home and abroad. Lyndhurst complies with competition and corruption laws.

With regard to gifts and hospitality and expenses the following requirements are mandatory:

1. Lyndhurst forbids any employee to solicit any gift or hospitality in the course of his/her employment.
2. Lyndhurst forbids any employee from offering or receiving from any person or organisation that has had, has or may have any influence over the business.
(A) A personal or corporate gift (to a value in excess of £50)
(B) Hospitality (to a value in excess of £100)
3. Lyndhurst forbids any employee from offering or receiving any gift or hospitality which is in breach of relevant law.
4. All employees of Lyndhurst must enter details of any gifts or hospitality which are permitted by paragraph 2 in to a Gifts Register (LD 42) maintained by the office manager which shall be subject to monitoring and auditing.
5. Compliance with this policy is a condition of each employee's contract of employment.
6. Every employee of Lyndhurst 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 Lyndhurst
 - A Lyndhurst supplier or competitor
 - A member company
 - Any other stakeholders/customers

Must be reported to the office manager as soon as possible.

All allegations of any breach of this policy will be investigated.

If any employee has any questions on this policy, please contact the General Manager.

Managing Director *M. Main*

Date *14-3-24*