

Anti-bribery policy

Guildon is committed to conducting its business professionally and with honesty and integrity at all times.

General statement:

The company is committed to conducting its business professionally and with honesty and integrity at all times. Following the introduction of the Bribery Act 2010 (effective from 01 July 2011) the company considered it appropriate to document its approach and as a result can hereby state that: “The company strictly prohibits the offer or acceptance by any employee of any gift or bribe, whether or not such gift or bribe is in money or in any other form.

Reference: The Bribery ACT 2010 (effective July 2011).

Anti-bribery Policy statements:

All business transactions must be made in accordance with the company’s quality procedures manual, and in particular all financial transactions must be made in accordance with CSI.200.01 Scheme of delegated authority.

Employees are not permitted to give any gift, hospitality or incur any expenses in relation to a current or prospective customer, supplier or employee without first obtaining authorization from the company's directors. (The company acknowledges that genuine business hospitality or the carrying out of promotional activities proportionate to the business is reasonable and notes that such activities are not considered Bribery by The ACT). Employees are not permitted to receive or accept any gift or hospitality of any sort without first obtaining authorization from the company's directors. (The company acknowledges that genuine business hospitality or the carrying out of promotional activities proportionate to the business is reasonable and notes that such activities are not considered Bribery by The ACT). The company strictly prohibits the giving of any donation to any political party or representative of any political party, either at local or national government level. The Company is pleased to support local charities and considers such support as being a key part of supporting the local community in which it operates. All such donations must however be proposed to and approved by the board of directors. The company does not operate any staff incentive or bonus scheme, which may by its nature support or encourage the use of a prohibited activity.

Dagmar Sobkiewicz

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