Q2.7 Bribery Prevention Policy

Emily Price

Introduction

Bribery is against the Code of Conduct and core principles of Kingsley Plastics Ltd.

Policy Statement

We are committed to preventing bribery at all levels. Bribery undermines free and fair competition, damages our reputation, and can result in serious criminal sanctions. Management is primarily responsible for bribery prevention, but all employees must act responsibly and avoid any activities that may constitute bribery.

Company Responsibilities

We will:

- Identify and monitor bribery risks.
- Regularly assess and mitigate bribery risks.
- Record risk assessment findings.
- Review and update risks as the company evolves.

Information, Consultation, and Training

We will:

- Notify all employees about this policy.
- Provide relevant employees with information and training on bribery prevention.
- Ensure employees, supervisors, and managers receive adequate training and supervision.

Employee Duties

All employees must:

- Comply with company instructions regarding gifts, incentives, and hospitality.

- Only offer gifts or invitations to corporate events with prior approval from a Director.
- Report any offers, promises, or actual giving of gifts or hospitality from connected parties.
- Report any suspected incidents of bribery.
- Cooperate in the investigation of any alleged incidents of bribery.

Definition of Terms

- **Bribes**: Financial or other advantages offered, promised, or given to encourage improper performance of a function or activity.

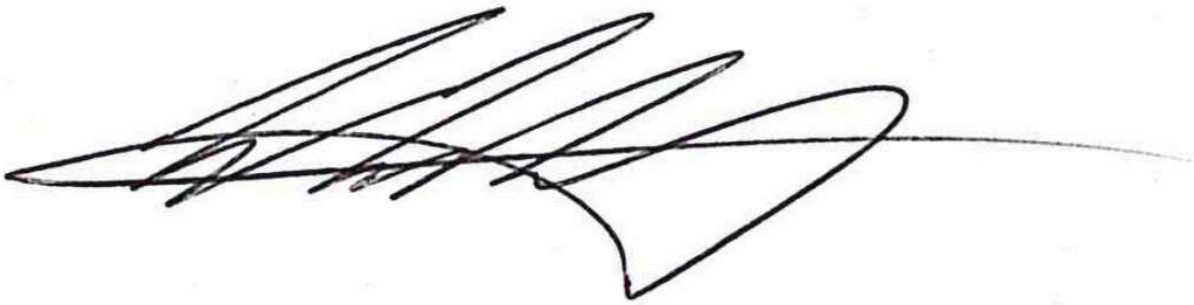
Relevant Legislation

- UK Bribery Act 2010

Individual Responsibilities

All employees must cooperate with directors and management to achieve bribery prevention. Concerns about potential bribery should be reported to the responsible Director as soon as possible. Mark Manley, Managing Director, has the overall responsibility for bribery prevention. Non-compliance may result in termination of contract and legal penalties.

This policy is approved by the undersigned and is supported by all the levels of management within the organisation. All personnel shall be guided by the contents of the SHEQ Management System and no deviation from the methods and procedures set down shall be permitted. This policy applies to everyone working for or on behalf of the company, including employees, directors, officers, associates, agency workers, volunteers, interns, contractors, consultants, third-party representatives, business partners, and sponsors. This policy is under continuous review.



Name - Mark Manley

Role - Managing Director

Date - 09/05/2025

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