

Whistleblowing Policy

PL-013 Whistleblowing Policy

Date:	Changed by	Change/Amendment	Version
Apr 2021	T. Ellis	First issue	v1.0
May 2022	T Ellis	Annual review	v2.0

Whistleblowing Policy

This policy is intended to encourage SigTech Rail Consultancy Ltd, Senior Management, staff (paid and contract) and others to report suspected or actual occurrence(s) of illegal, unethical or inappropriate events (behaviours or practices) without retribution.

The Whistleblower should promptly report the suspected or actual event to his/her Line Manager

If the Whistleblower would be uncomfortable or otherwise reluctant to report his/her Line Manager, then the Whistleblower could report the event to the next higher or another level of management, including to the Managing Director.

The Whistleblower can report the event with his/her identity or anonymously.

The Whistleblower shall receive no retaliation or retribution for a report that was provided in good faith - that was not done primarily with malice to damage another or the organisation.

A Whistleblower who makes a report that is not done in good faith is subject to discipline, including termination of the employee, or other legal means to protect the reputation of SigTech Rail Consultancy Ltd.

Anyone who retaliates against the Whistleblower (who reported an event in good faith) will be subject to discipline, including termination of employment with SigTech Rail Consultancy Ltd.

Crimes against person or property, such as assault, rape, burglary, etc., should immediately be reported to local law enforcement personnel.

The Managing Director and Senior Managers who receive the reports must promptly act to investigate and/or resolve the issue.

The Whistleblower shall receive a report within five business days of the initial report, regarding the investigation and/or resolve the issue.

If the investigation of a report, that was done in good faith and investigated by internal personnel, is not to the Whistleblower's satisfaction, then he/she has the right to report the event to the appropriate legal or independent authority.

The identity of the Whistleblower, if known, shall remain confidential to those persons directly involved in applying this policy, unless the issue requires investigation by law enforcement, in which case members of the organisation are served with a writ by the court.

This policy shall be made available to all employees and displayed, as is appropriate to each site, on notice boards.

The Whistleblowing policy shall be reviewed annually or where additional factors require attention.

Signed:



Pete Lindley
Managing Director
May 2022