

Whistleblowing Policy Document Logson Group

1. Purpose

The purpose of this Whistleblowing Policy is to encourage employees of Logson Group UK to raise concerns about wrongdoing in the workplace while ensuring compliance with the Public Interest Disclosure Act 1998 (PIDA) and relevant updated UK employment law. This policy provides a framework for individuals to report concerns and outlines the process for investigation, resolution, and protection from retaliation.

2. Definition of a Protected Disclosure

A protected disclosure is a report made by an employee regarding information they reasonably believe shows one or more of the following:

- A criminal offence has been, is being, or is likely to be committed.
- A person has failed, is failing, or is likely to fail to comply with any legal obligation.
- A miscarriage of justice has occurred, is occurring, or is likely to occur.
- The health and safety of any individual has been, is being, or is likely to be endangered.
- The environment has been, is being, or is likely to be damaged.
- Any other wrongful conduct or malpractice.

3. Scope of Individuals Covered

This policy applies to all employees, including:

- Full-time and part-time employees
- Temporary and contract workers
- Volunteers
- Interns
- Board members

4. Internal Reporting Channels

Employees are encouraged to report concerns through the following internal channels:

4.1 Designated Responsible Officers

- Chief Executive Officer- **David Richardson**
- Group Technical Director- **Andrew Pearson**

Employees can raise concerns with either of these officers, who will handle disclosures in a confidential and professional manner.

4.2 Reporting Process

- Concerns should be reported as soon as possible, ideally within 12 months of the incident.
- Reports can be made verbally, or in writing via email, to either of the designated Responsible Officers.

5. External Reporting Option

If an individual prefers to report their concerns externally, the following regulatory bodies can be contacted:

- **Public Concern at Work (PCAW):** Offers independent advice on whistleblowing.
- **Health and Safety Executive (HSE):** For health and safety concerns.
- **Care Quality Commission (CQC):** For concerns related to health and social care.
- **Financial Conduct Authority (FCA):** For concerns regarding financial services.

6. Process for Investigation and Resolution

1. **Acknowledgment:** The Responsible Officer will acknowledge receipt of the report within five working days.
2. **Investigation:** A formal investigation will commence, which may involve meetings with the whistleblower and witnesses, and gathering of evidence.
3. **Resolution:** The Responsible Officer will provide feedback on the outcome of the investigation and any actions taken within a reasonable timeframe, typically eight weeks.
4. **Documentation:** All investigations will be documented to ensure transparency and accountability.

7. Provisions for Ensuring Confidentiality and Non-Retaliation

- **Confidentiality:** Reports will be treated confidentially to the extent possible. The identity of the whistleblower will not be disclosed without prior consent, unless required by law.
- **Non-retaliation:** Logson Group UK strictly prohibits any retaliation or adverse action against an employee for making a protected disclosure. Employees who experience retaliation should report the incident immediately.

8. Consequences for Malicious or Unfounded Allegations

- Logson Group UK takes allegations of wrongdoing seriously. Any employee found to have made a malicious report, with the intent to deceive or harm others, may face disciplinary action, including termination.
- Genuine concerns reported in good faith, even if unfounded, will not result in disciplinary action.

9. Review and Amendments

This policy will be regularly reviewed to ensure compliance with current legislation and may be amended as necessary. Employees will be notified of any changes.



10. Contact Information

For any questions regarding this policy or to report a concern, please contact:

- *david.richardon@logsongroup.co.uk*
- *andrew.pearson@logsongroup.co.uk*

Encouragement of Reporting:

Logson Group UK values transparency and integrity. We encourage all employees to speak up if they have concerns and assure them their reports are crucial for maintaining a safe, and legally compliant, working environment.

A handwritten signature in black ink, appearing to read "D Richardson", is positioned above the printed name.

David Richardson

CEO
Logson Group
May 2026