

WHISTLE-BLOWER PROTECTION

Policy Statement

Labourforce Group is committed to detecting and preventing illegal and undesirable conduct within the company. This Whistleblower Policy provides a safe mechanism for reporting such conduct without fear of repercussion.

Objectives of the Policy

- Encourage disclosures of potential misconduct.
- Ensure safe, secure, and supported disclosures.
- Handle disclosures appropriately and timely.
- Provide transparency in handling and investigating disclosures.
- Meet legal and regulatory obligations.

Who the Policy Applies To

This policy applies to:

- Current and former Labourforce Group employees (permanent, part-time, fixed term, temporary).
- Officers or associates of Labourforce Group (e.g., directors).
- Service providers or contractors (including their employees).
- Relatives, dependents, or spouses of the above individuals.

What Matters Can Be Reported

Potential misconduct includes, but is not limited to:

- Legal or regulatory breaches.
 - Breaches of Labourforce Group's Code of Conduct.
 - Criminal activity, bribery, or corruption.
 - Conduct endangering health and safety or the environment.
 - Unethical or irresponsible behaviour.
 - Conflicts of interest.
 - Victimisation or harassment.
 - Misleading or deceptive conduct.
 - Breaches of privacy.
 - Unauthorised use of confidential information.
 - Deliberate concealment of any of the above.
- Personal work-related grievances that do not involve detriment or threat of detriment are not covered by this policy.

How to Report Potential Misconduct

Reports can be made to the Whistleblower Protection Officer (WPO) or other eligible recipients within Labourforce Group. Reports can also be made to legal practitioners, regulatory bodies, journalists, or parliamentarians under certain circumstances.

Confidentiality and Protection

Labourforce Group will protect the identity of individuals who report misconduct.

You can report anonymously, but it may limit the investigation.

Labourforce Group will ensure all reports are handled confidentially and will protect whistleblowers from any detriment.

Detrimental conduct includes dismissal, harassment, intimidation, and any harm or injury to a person.

Investigation Process

Reports will be assessed and investigated promptly and fairly.

The Whistleblower Investigation Officer (WIO) will conduct the investigation, gathering evidence to substantiate or refute the claims.

Appropriate actions will be taken based on the findings.

Support and Updates

Whistleblowers will be kept informed during key stages of the investigation, assuming their identity is known.

The findings and actions will be reported to the appropriate governance bodies within Labourforce Group.

Policy Changes

This Whistleblower Policy may be updated from time to time, with the latest version posted on the Labourforce Group's website.

Contact Information

For reporting or further information, please reach out to the independent external agency:

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