

WHISTLEBLOWING POLICY

Policy Purpose

Delton Contracts Services Ltd is committed to maintaining the highest standards of integrity, openness, and accountability. This policy aims to create a safe environment where employees, contractors, and suppliers can report suspected misconduct, illegal acts, or failures to act without fear of retaliation. We encourage individuals with serious concerns about any aspect of the company's work to come forward and voice them.

What is Whistleblowing?

Whistleblowing is the reporting of suspected wrongdoing or dangers in relation to Delton Contracts Services Ltd's activities. A "qualifying disclosure" is one where the individual genuinely and reasonably believes the disclosure is in the public interest and relates to:

- Criminal offences (e.g., fraud, bribery, or tax evasion).
- Failure to comply with legal obligations.
- Miscarriages of justice.
- Endangering the health and safety of any individual.
- Environmental damage.
- The deliberate concealment of any of the above.

Reporting Procedure

We encourage you to raise your concerns internally first to allow us the opportunity to investigate and rectify any wrongdoing.

1. Internal Reporting: In the first instance, you should report your concern to your Line Manager or a Company Director. Matters will be treated with complete confidentiality.
2. Anonymous Reporting: While we encourage whistleblowers to put their names to disclosures to facilitate a thorough investigation, reports can be made anonymously. We will investigate all reports regardless of the source.
3. External Reporting: If you are not satisfied with the internal explanation or feel unable to raise the matter internally, you may contact the appropriate regulatory body or official organisation.
4. Independent Advice: For free, confidential advice, you may contact the charity Protect (www.protect-advice.org.uk).

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Protection and Confidentiality

Delton Contracts Services Ltd guarantees that no individual will suffer dismissal, disciplinary action, or any form of victimisation for raising a genuine concern in good faith.

We will not tolerate the bullying or harassment of anyone who has "blown the whistle." Any staff member found to be victimising a whistleblower will face formal disciplinary action, which may include summary dismissal.

Data Protection

All whistleblowing reports and subsequent investigations will be securely stored and handled in strict compliance with the Data Protection Act and GDPR. Information will only be shared with those strictly necessary for the investigation process.

Training

The company will provide guidance to ensure all employees understand their rights under this policy and the correct channels for raising a concern.

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Approved by: Gurbakhs Singh

Position: Managing Director

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Approved by	G.Singh Director	Signed: 	Date 6/3/2025
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Delton Facilities & Management (Trading name of Delton Contacts Services Ltd.)

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