



**James & Son Ltd**

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**Company Policy For**

**Anti-Bribery and Corruption**

**(January 2023)**

**Signed**  ..... **(Director)**

**Date** 04/01/23 .....

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## **James & Son Ltd**

James and Son Ltd are committed to ensure that its business is conducted according to ethical, professional and legal standards in a fair, honest and open manor. We will endeavour to ensure that this is reflected in every aspect of the business that we undertake, so that we bring integrity to all our dealings.

Bribery is the offer, giving, demanding or acceptance of an advantage in monetary or other form in order to alter the behaviour of the person in ways not consistent with the duties of that person.

James and Son Ltd prohibit the offer, gift, or acceptance of a bribe in any form, including kickbacks, facilitation payment or the use of other routes to provide improper benefits to customers, agents, contractors, suppliers or employees of any such party.

We also prohibit any employee or business partner from arranging or accepting a bribe, kickback facilitation payment from customers, agents, contractors, suppliers or employees of any such party, for their own benefit or that of their family, friends, associates or acquaintances. We oppose all forms of bribery and corruption, large as well as small, whether initiated by corrupt companies or individuals and whether it takes place in the public or private sector.

The managing director of James and Son Ltd will take appropriate remedial steps immediately if any instance of bribery or corruption is identified.

We will communicate this policy to all employees across the company through management meetings, site briefings/tool box talks and will hold copies within our site files for employees to review before starting work on each project.

Employees are encouraged to raise concerns about any instance of malpractice at the earliest possible stage, in total confidence to their immediate manager/supervisor.

**James and Son Ltd will continue to review the implementation of this policy in respect of its suitability, adequacy and effectiveness and make improvements as appropriate.**