Whistleblowing Policy

Purpose
BE Recruitment Ltd is committed to operating with integrity and accountability. This policy sets out the framework under which employees and workers can report concerns of serious wrongdoing or malpractice in the workplace, without fear of retaliation.

Scope
This policy applies to all:

- Employees (permanent, temporary or agency)
- Workers, contractors, and consultants
- Individuals working on behalf of BE Recruitment Ltd

What is Whistleblowing?
Whistleblowing refers to the disclosure of information which relates to suspected wrongdoing or dangers at work. This may include:

- A criminal offence being committed
- Failure to comply with a legal obligation
- A miscarriage of justice
- Endangering health and safety
- Environmental damage
- Concealing information related to any of the above

These are known as “qualifying disclosures” under the Public Interest Disclosure Act 1998.

Protection for Whistleblowers
If you make a qualifying disclosure:

- You are legally protected against being treated unfairly or losing your job
- Protection applies where an individual reasonably believes the information disclosed tends to show wrongdoing and that the disclosure is made in the public interest, even if the concern later proves to be mistaken.

However, individuals who:

- Deliberately raise false allegations
- Do so for personal gain or with malicious intent
  may face disciplinary action.

Procedure for Raising Concerns
Employees or workers should first raise concerns with a Director. This allows the Company the opportunity to investigate and address the matter internally.
If the issue cannot be appropriately resolved within the Company, or you feel unable to raise the matter internally, you may contact:
Protect (Independent Whistleblowing Charity)
📞 0203 117 2520
🌐 www.protect-advice.org.uk

Company Commitment
BE Recruitment Ltd is committed to:

- Upholding high standards of ethics and transparency
- Providing a safe and clear process for reporting concerns
- Ensuring no retaliation or adverse treatment comes to those who raise genuine concerns

- Investigating all reports thoroughly, impartially and confidentially

Confidentiality
All concerns raised under this policy will be handled in the strictest confidence, and information will only be disclosed to those involved in investigating or resolving the matter.

Review
This policy will be reviewed annually or sooner in response to legal or operational changes.

Document Control and Accountability

- Review Date: 24/08/2027
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