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Whistle Blowing Policy

1. What is a whistleblowing:

Put simply whistleblowing means reporting by employees of suspected misconduct or illegal acts.

It is not disloyal to colleagues to speak up and raise your concern.

To help Stem Drive achieve ethical standards, freedom of speech is actively encouraged.

This Policy explains:

- a) Types of issues which may be raised
- b) How to raise a concern and how the person raising same will be protected
- c) What the company will do

2. Policy Aims

- a) To ensure you can raise your concerns without fear of any victimization, discrimination or dismissal.
- b) Provide the means for you to raise those concerns and receive feedback
- c) Assure you of protection from reprisal or victimization if your disclosure is made in good faith

3. Who may raise a concern under this policy:

The policy applies to all:-

- a) Employees of Stem Drive LTD
- b) Sub-contractors working for Stem Drive Ltd eg. Field installation staff

4. What should be reported:

Any serious concern which:-

- a) Makes you feel uncomfortable
- b) Is not in keeping with company policies
- c) Falls below establishment standards

4. These might relate to:-

- a) Conduct which fails to meet legal obligation
- b) Racial, sexual, disability, or other discrimination
- c) Bullying
- d) Health and safety of general public or other employees
- e) Damage to the environment

5. Protecting Whistleblowing:

5.1. Your Legal Rights:-

The public interest disclosure act 1988 makes it unlawful for the company to dismiss anyone or allow them to be victimized where they have made an appropriate lawful disclosure.

5.2. Harassment / Victimization:

The company will not tolerate any harassment / victimization of a whistleblower and will take any necessary action to protect you when you raise any concern in good faith and will treat this as a serious disciplinary offence to be dealt with under company rules and procedure.

5.3. Supporting you:

- a) Senior management will give you their full support
- b) Your concerns will be taken seriously
- c) The company will do all it can to help you throughout and investigation



Graham Hind – Managing Director
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