

Anti-Bribery and Corruption Policy

It is RME Services policy to conduct all its business in an honest and ethical manner. The Company will take a zero-tolerance approach to bribery and corruption and is committed to acting professionally, fairly and with integrity in all its business dealings and relationships, implementing and enforcing effective systems to counter bribery. There will be strict adherence to legislation relevant to countering bribery and corruption in respect of Company conduct, particularly the Bribery Act 2010.

RME Services has implemented procedures to deter and prevent bribery and corruption. This policy prohibits the actual or attempted use of any form of bribery, either directly or indirectly, on its behalf to advance its business interests or those of any of its associates. The policy and procedures have been written to safeguard Company reputation and Customer and business confidence in demonstrating that matters are under control.

For the purpose of this policy, a bribe is anything of value given, offered, promised, accepted, requested or authorised, in each case directly or indirectly, with the intent that a person, who is trusted or expected to act in good faith or with impartiality, performs that function improperly or in order to obtain or retain an advantage in the course of business. Corruption is dishonest or fraudulent conduct by those in power, typically involving bribery. Acts of bribery or corruption generally involve the undue influence of an individual in the performance of his/her duty, both in the public and private sectors.

RME Services' employees or representatives are strictly prohibited from giving, offering, accepting, requesting or authorising a bribe, either directly or indirectly. The Company has controls in place for the prevention of bribery and corruption. These include risk assessments, policy and procedures, due diligence, monitoring and review and training and communication.

Risk Assessments: These include periodic risk assessments to identify and address bribery and corruption risk and controls in place to manage any risks that may be identified through this process.

Policy and Procedures: Bribery and corruption risks are addressed through policy and procedures. The Company's gifts and entertainment policy prohibits employees and representatives giving or accepting gifts and entertainment that are intended to, or may improperly influence them or others. Reasonable steps must be taken to avoid such situations. The Company will also encourage whistleblowing, which promotes the escalation and reporting of bribery and corruption.

Due Diligence: In dealing with third parties, this policy requires that sufficient due diligence should be undertaken to ensure that they are suitable to be associated with RME Services and that appropriate controls are implemented intended to prevent and detect bribery and corruption. This is to ensure that third parties engaged by RME Services will not bribe or perform a corrupt act on the Company's behalf or for which the Company may be responsible or otherwise liable.

Monitoring and Review: RME Services carries out payment monitoring, which would include monitoring for bribery as well as gifts and entertainment.

Training and Communication: The Company promotes staff awareness of and compliance with the Anti-Bribery and Corruption procedures through appropriate communication of the policy and procedures, including disciplinary procedures, and training on induction and periodically thereafter.



Trevor Roberts
Managing Director

5th June 2020