

## Whistleblowing

A **WHISTLEBLOWER** is a person who exposes any kind of information or activity that is deemed illegal, unethical, or not correct within either a private or public organisation.

Not all complaints count as whistleblowing however the following do; a criminal offence such as fraud, someone's health and safety is in danger, risk or actual damage to the environment, a miscarriage of justice, the Company is breaking the law e.g. doesn't have the right insurance or you believe someone is covering up wrongdoing.

Personal grievances such as bullying, harassment or discrimination are not covered by the whistleblowing law. However, you may report these as stated in the Walkers Shortbread Ltd grievance policy.

If you have witnessed something relating to Walkers Shortbread Ltd that you feel is corrupt, illegal, unethical or undesirable, and is in the public's interest, there is a number to call to report your concern – **01340 872399**.

The wrongdoing you disclose must be in the public's interest meaning it must affect others, e.g. the general public.

You can raise concerns at any time about an incident that has happened in the past, present, or you believe will happen in the future. Whistleblowers are protected by law if they are either an employee or an agency worker and raising a genuine concern will not lead to recriminations such as unfair treatment or job loss.

You must say immediately if you wish to remain anonymous however Walkers Shortbread Ltd may not be able to investigate the claim fully if you haven't provided them with all the necessary information they require.

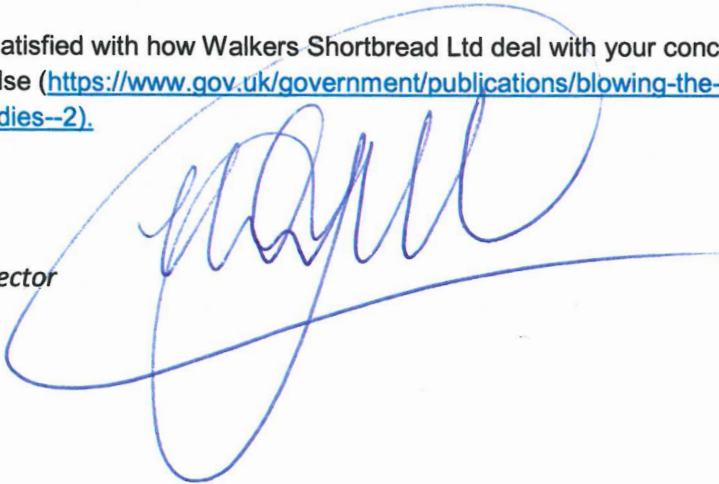
If you report your concern to the media, in most cases you will lose your whistleblowing law rights.

You will not have a say in how the concern is dealt with. However the Company or the prescribed person can keep you informed about the action taken, but they may not be able to give you full details if they have to retain the confidence of others.

You can take a case to an employment tribunal if you feel you have been treated unfairly because you've blown the whistle.

If you are not satisfied with how Walkers Shortbread Ltd deal with your concern you have the ability to tell someone else (<https://www.gov.uk/government/publications/blowing-the-whistle-list-of-prescribed-people-and-bodies--2>).

Nicky Walker  
Production Director



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