

Anti-Bribery and Corruption Policy

Surecall Recruitment operates a zero-tolerance policy with regard to bribery and corruption and all Directors/employees and officers of the organisation are bound by this policy.

Gifts and Hospitality

With regard to gifts and hospitality and expenses the following requirements are mandatory

1. Surecall Recruitment forbids any officer or employee of (the company) to solicit any gift or hospitality in the course of his/her employment.
2. Surecall Recruitment forbids any officer or employee of Surecall from offering or receiving from any person or organisation who has had, has or may have any influence over the business of Surecall Recruitment.
 - a. A personal or corporate gift
 - b. Hospitality
3. Surecall Recruitment forbids any officer or employee of Surecall from offering or receiving any gift or hospitality which is in breach of relevant law.
4. All officers and employees of Surecall Recruitment must enter details of any gifts or hospitality which shall be subject to monitoring and auditing.
5. Compliance with this policy is a condition of each officer and employee's contract of employment.
6. Every employee or officer of Surecall Recruitment has a responsibility to speak out if they suspect corruption or are aware of any gift or hospitality given or received which may be in breach of this policy. Any concern in respect of such breach by:
 - Another member of staff
 - A third party representing Surecall Recruitment
 - Any other stakeholders/customers must be reported to the (identify the relevant person or department) as soon as possible

All allegations of any breach of this policy will be investigated.

If any officer or employee has any questions on this policy please contact your line manager.

Tony Elia

Company Director

Surecall Recruitment Ltd

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