



WHISTLEBLOWING POLICY STATEMENT

Whistleblowing Policy

1. Introduction

At Air3 Limited, we are committed to upholding the highest standards of integrity, transparency, and accountability in all aspects of our operations, including compliance with the Building Safety Act. As part of this commitment, we recognize the importance of providing a mechanism for employees, contractors, subcontractors, and other stakeholders to report concerns regarding building safety or any other misconduct without fear of retaliation. This whistleblowing policy is designed to facilitate the reporting of such concerns and ensure that they are appropriately addressed.

2. Scope

This policy applies to all individuals associated with Air3 Limited, including but not limited to employees, contractors, subcontractors, suppliers, clients, and other stakeholders.

3. Reporting Procedure

- **Internal Reporting:** Individuals who become aware of any concerns regarding building safety or other misconduct are encouraged to report them internally. Reports can be made to a designated whistleblowing officer or any member of management.
- **Anonymous Reporting:** We recognize that some individuals may prefer to report concerns anonymously. To facilitate this, we have established a confidential reporting channel, such as a dedicated email address or hotline, where reports can be made anonymously.

4. Protection against Retaliation

Air3 Limited is committed to protecting whistleblowers from any form of retaliation or adverse treatment as a result of making a report in good faith. Retaliation against individuals who report concerns will not be tolerated and may result in disciplinary action, up to and including termination of employment or contract.

5. Investigation Process

- Upon receipt of a report, Air3 Limited will promptly initiate an investigation into the reported concern.
- Investigations will be conducted impartially, thoroughly, and confidentially, with due regard for the rights of all parties involved.
- Whistleblowers will be kept informed of the progress and outcome of the investigation to the extent possible, while maintaining confidentiality and privacy.

6. Confidentiality

All reports of concerns, as well as the identities of whistleblowers, will be treated with the utmost confidentiality to the extent permitted by law and the requirements of the investigation.

7. Non-Retaliation Obligation

Employees, contractors, subcontractors, and other stakeholders are prohibited from retaliating against individuals who report concerns in good faith. Any instances of retaliation should be reported immediately and will be subject to investigation and appropriate disciplinary action.

8. Compliance and Enforcement



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All individuals associated with Air3 Limited are required to comply with this whistleblowing policy. Failure to comply may result in disciplinary action.

9. Review and Updates

This whistleblowing policy will be reviewed periodically to ensure its effectiveness and compliance with relevant laws, regulations, and best practices. Updates may be made as necessary to reflect changes in circumstances or requirements.

10. Communication and Training

Air3 Limited will communicate this whistleblowing policy to all employees, contractors, subcontractors, and other relevant stakeholders and provide training as necessary to ensure understanding and compliance.

11. Legal Protections

Air3 Limited acknowledges that whistleblowers may be entitled to legal protections under applicable laws and regulations. We are committed to respecting and upholding these protections.

12. Reporting to Regulatory Authorities

In certain circumstances, Air3 Limited may be obligated to report concerns raised through the whistleblowing process to relevant regulatory authorities in accordance with applicable laws and regulations.

Conclusion

Air3 Limited is committed to fostering a culture of integrity, transparency, and accountability, and this whistleblowing policy plays a crucial role in achieving that goal. We encourage all individuals associated with our organization to report concerns without fear of retaliation, knowing that their reports will be taken seriously and handled promptly and confidentially. By working together to identify and address issues, we can ensure the safety and well-being of all stakeholders and uphold our obligations under the Building Safety Act and other relevant regulations.

Signed:  _____

Date: May 2024

For and on behalf of Air3 Limited
Peter Morgan - Managing Director
