



Thompsons of Prudhoe Group of Companies* Policy Statement

*The Thompsons of Prudhoe Group of Companies comprise:

Thompsons of Prudhoe Holding Ltd, Thompsons of Prudhoe Ltd, W & M Thompson (Quarries) Ltd & Tyneside Minimix (Concrete) Ltd
Registered Offices: Thompson House, Princess Way, Low Prudhoe, Northumberland, NE42 6PL

HARASSMENT & BULLYING

The Thompsons of Prudhoe Group of Companies ("the Group") are committed to protecting the health, safety and welfare of all its staff. We recognise that the harassment & bullying of employees is a very serious matter and acknowledge the importance of its identification and elimination within our workplace.

The Group recognises that our staff are our most valuable resource and as well as the health & safety of our staff, the wider welfare of employees must be proactively managed. This policy shall apply to all staff within the Group, and it will provide a suitable framework by which the Group will abide by its legal obligations.

The Group has developed this Policy Statement on Harassment & Bullying to protect both employees and the employer companies in the Group. The motivation for implementing the policy is threefold:

- to provide an atmosphere in which employees can fulfil the duties and obligations of their contract free from harassment, discrimination, victimisation and scapegoating,
- to comply with UK and European law, specifically, the Sex Discrimination Act (1975), the Race Relations Act (1976), and the Disability Discrimination Act (1996), and
- to demonstrate the Group's attitude of zero tolerance to such behaviour

To ensure the achievement of this policy the Group shall identify personnel within the Group Management with the necessary responsibility, authority and resources to implement the policy.

The concept of harassment and bullying has evolved with the advent of social media and electronic communication and the definition of bullying or harassment leading to disciplinary action shall not be restricted by the lack of physical presence when alleged harassment or bullying takes place.

It is not our policy to define what constitutes Harassment or Bullying. What some may see as "banter" may be interpreted very differently by different people and it is from the viewpoint of the person complaining of any harassment or bullying that the actions or words or communications shall be judged.

Any employee who believes that he or she has been the subject of harassment or bullying in any sense associated with this policy is entitled to raise the matter through the appropriate grievance procedure. Any complaints or queries on the above matters should be directed firstly to the HR Director Helen Hillary who is responsible for the operation of the policy within the Group.

Any acts of harassment or bullying by employees towards other employees will be treated as a disciplinary offence.

This Policy Statement Shall be reviewed annually, and following any significant change or development in the Group's business operations.

Signed:

Date: 10.9.18

John Thompson Jnr
Director
Thompsons of Prudhoe Group

TOP/QMS/0025

