



Ethical Policy

FAST4EVENTS LTD

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1 Introduction

At Fast4Events Ltd, we hold ourselves to the highest ethical standards in all aspects of our business operations. As a leading provider of cleaning services for events and festivals, we recognize the importance of conducting our business in a responsible and ethical manner. Our ethical policy outlines our commitment to integrity, respect, sustainability, and social responsibility.

2 Purpose

The Purpose of this policy is to establish a culture of openness, trust and to emphasise the employee's and client's expectations to be treated to fair business practices. This policy will serve to guide business behaviour to ensure ethical conduct. Effective ethics is a team effort involving the participation and support of every Fast4Events Ltd employee. All employees should formalise themselves with the ethical guidelines that follow

3 Scope

This policy applies to employees, contractors, consultants and temporary workers at Fast4Events Ltd.

4 Policy

4.1 Integrity and Honesty

- We conduct all business activities with honesty, transparency, and integrity.
- We comply with all applicable laws, regulations, and industry standards.
- We communicate truthfully and accurately with our clients, employees, suppliers, and other stakeholders.

4.2 Respect for Individuals

- We treat all individuals with dignity, respect, and fairness, regardless of their background, identity, or beliefs.
- We foster a work environment that is inclusive, supportive, and free from discrimination, harassment, and prejudice.
- We respect the privacy and confidentiality of personal information entrusted to us.

4.3 Environmental Sustainability

- We are committed to minimising our environmental impact and promoting sustainability in our operations.
- We strive to reduce waste, conserve resources, and minimise pollution in all aspects of our business activities.
- We promote the use of eco-friendly cleaning products and practices whenever possible.

4.4 Social Responsibility

- We contribute positively to the communities in which we operate by supporting local initiatives, charities, and organizations.
- We provide fair wages, benefits, and opportunities for professional development to our employees.
- We prioritise the health and safety of our employees, clients, and the public in all our activities.

4.5 Ethical Business Practices

- We maintain fair and competitive pricing practices and avoid engaging in anti-competitive behaviour.
- We avoid conflicts of interest and refrain from accepting bribes, or any other forms of unethical inducements.
- We conduct due diligence in selecting suppliers and partners who share our commitment to ethical principles.

4.6 Continuous Improvement

- We regularly review and update our ethical policy to ensure its relevance and effectiveness.
- We encourage feedback from our stakeholders and strive to continually improve our ethical performance.
- We hold ourselves accountable for upholding the principles outlined in this policy and take appropriate action in response to any violations.

5 Our Commitment

At Fast4Events Ltd, our ethical policy serves as a guiding framework for our actions and decisions, reflecting our dedication to operating as a responsible corporation and trusted partner in the communities we serve. We are committed to maintaining the highest standards of ethics and integrity in all aspects of our operations.

Fast4Events LTD
Registered in England & Wales
09797872

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6 Complaints Procedure

We recognise that ethical concerns or grievances may arise from time to time, and we are dedicated to providing a transparent and effective process for addressing and resolving complaints. Our complaint procedure is designed to ensure that all concerns are handled promptly, fairly, and in accordance with our ethical principles.

6.1 Reporting Ethical Concerns

- Any individual who becomes aware of a potential violation of our ethical policy, whether an employee, client, supplier, or other stakeholder, is encouraged to report their concerns promptly.
- Reports can be submitted through various channels, including direct communication with management or through the following email address:

fast4events@outlook.com

6.2 Confidentiality and Protection

- We treat all complaints with the utmost confidentiality and respect for the privacy of the individuals involved. Whistleblowers who report concerns in good faith will be protected from retaliation or adverse consequences.
- Information related to complaints will be disclosed only to those directly involved in the investigation process on a need-to-know basis.

6.3 Investigation Process

- Upon receipt of a complaint, an impartial and thorough investigation will be conducted by Senior Management.
- The investigation will involve gathering relevant information, interviewing involved parties, and assessing the evidence objectively to determine the validity of the complaint.
- The complainant will be kept informed of the progress of the investigation and notified of the outcome in a timely manner.

6.4 Resolution and Remediation

- If the investigation substantiates the complaint, appropriate remedial actions will be taken to address the issue and prevent recurrence. This may include disciplinary measures, corrective actions, or changes to policies and procedures.

6.5 Escalation and Appeal

- If the complainant is dissatisfied with the outcome of the initial investigation, they have the right to escalate their complaint for appeal.
- External authorities or regulatory bodies may be involved in cases where legal or regulatory violations are suspected.

6.6 Continuous Improvement

- We are committed to learning from complaints and using feedback to continuously improve our ethical practices and complaint handling procedures.
- Regular reviews of the complaint procedure will be conducted to identify areas for enhancement and ensure its effectiveness in promoting ethical conduct and accountability.

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