



Anti-Fraud Policy

One of our core values is to uphold responsible and fair business practices. We are committed to promoting and maintaining the highest level of ethical standards in relation to all of our business activities. Our reputation for maintaining lawful business practices is of paramount importance and this Policy is designed to preserve these values.

Chambers Southern Ltd (hereafter referred to as the Company) therefore has a zero tolerance policy towards fraud, bribery and corruption and is committed to acting fairly and with integrity in all of its business dealings and relationships. We are committed to preventing, detecting and reporting fraud, and in co-operating with other organisations to reduce opportunities for fraud

This policy applies to any irregularity, or suspected irregularity, involving employees as well as consultants, supply chain, contractors, and/or any other parties with a business relationship with the Company. Any investigative activity required will be conducted without regard to any person's relationship to the Company, position or length of service.

We require all staff at all times to act honestly and with integrity and to safeguard the resources for which they are responsible. Fraud is an ever-present threat to these resources and hence must be a concern to all members of staff.

The purpose of this statement is to set out responsibilities with regard to the prevention of fraud.

What Is Fraud?

No precise legal definition of fraud exists; many of the offences referred to as fraud are covered by the Theft Acts of 1968 and 1978 & the Forgery & Counterfeiting Act 1981. The term is used to describe such acts as theft, deception, bribery, forgery, corruption, false accounting and conspiracy to commit these offences.

For practical purposes fraud may be defined as the use of deception with the intention of obtaining an advantage, avoiding an obligation or causing loss to another party.

All Managers and Supervisors have a duty to familiarise themselves with the types of improprieties that might be expected to occur within their areas of responsibility and to be alert for any indications or irregularity.





Responsibilities for Fraud Prevention and Detection

The Company is responsible for:

- Developing and maintaining effective controls to prevent fraud.
- Carrying out vigorous and prompt investigations if fraud occurs.
- Taking appropriate legal and/or disciplinary action against perpetrators of fraud.
- Taking disciplinary action against supervisors where supervisory failures have contributed to the commission of the fraud.
- Report all known criminal activity to the Police for investigation by them.
- Report all other breaches discovered in the course of investigations to the relevant authorities including HM Customs & Excise, Inland Revenue etc.

Managers are responsible for:

- Identifying the risks to which systems and procedures are exposed.
- Developing and maintaining effective controls to prevent and detect fraud.
- Ensuring that controls are being complied with.

Individual members of staff are responsible for:

- Acting with propriety in the use of official resources and in the handling and use of corporate funds whether they are involved with cash or payments systems, receipts or dealing with contractors or suppliers
- Reporting details immediately to (their line manager or Director) if they suspect that a fraud has been committed or see any suspicious acts or events.

Jason Chambers
Managing Director
05th August 2022

This Policy should be read alongside the Anti-Bribery Policy and Anti-Tax Evasion Code of Conduct which together with Anti-Fraud set out our zero tolerance for theft, fraud or corruption.

