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Heating Elements for Industry

## **Anti-Bribery Policy Statement**

In accordance with our Ethics Policy, Elmatic (Cardiff) Ltd is committed to operating in an honest way and without the use of corrupt practices or acts of bribery to obtain an unfair advantage.

## Elmatic (Cardiff) Ltd

Has a clear anti-bribery policy;

Trains its employees so they can recognise and avoid the use of bribery;

Encourages its employees to be vigilant and to report any suspicion of bribery by providing appropriate means of communication and ensuring that sensitive information is treated accordingly;

Investigates instances of alleged bribery thoroughly and will assist with the appropriate authorities with their investigations and any subsequent prosecution;

And takes firm action against anyone found, after investigation to be involved in bribery and corruption.

## Elmatic (Cardiff) Ltd prohibits:

The offering, giving, solicitation or acceptance of any bribe whether in the form of cash or other inducement, to or from any person, firm or company, wherever they are based and whether they are a public official or body or a private individual, firm or company, by any individual employee, agent or other person or body acting on Elmatic (Cardiff) Ltd behalf, in order to:

Gain any commercial, contractual or regulatory advantage for Elmatic (Cardiff) Ltd in a way that is unethical, or gain any personal advantage, pecuniary or otherwise, for the individual or anyone connected with the individual.

Elmatic (Cardiff) Ltd recognises that the market practices vary across the territories in which Elmatic carries on business and what is normal and acceptable in one place may not be in another. The policy prohibits giving or receiving any inducement which results in personal gain or advantage to the recipient or any person or body associated with them and which is intended to influence the recipient to take action which may not be solely in the interests of Elmatic (Cardiff) Ltd or the person or body employing them or whom they represent.

> ECD 694 Rev 1 Date reviewed 07/2024





The policy is not intended to prohibit the following practices providing they are appropriate and proportionate to the particular market and they are properly recorded.

Normal and appropriate hospitality;

The giving of small or ceremonial gifts to mark a festival or special event;

The use of a recognised fast-track process which is available to all on the payment of a fee.

If there is any doubt as to whether a potential act is acceptable or not, the matter should be referred to the General Manage for the business.

M. J. M. Skalitzky Managing Director

> ECD 694 Rev 1 Date reviewed 07/2024