

Code of Conduct

Policy Statement

Pritchard Group Ltd is committed to maintaining the highest standards of ethics, integrity, and professional conduct. This Code of Conduct sets out the behaviours and standards expected of all employees, contractors, directors, and delivery partners.

Our reputation is built not only on the quality of the work we deliver, but also on how we conduct ourselves in every interaction — with colleagues, clients, partners, and the public.

1. Respect and Fair Treatment

- Treat all individuals with dignity and respect.
- Foster a positive, inclusive, and supportive working environment.
- Value diversity and avoid any form of harassment, bullying, or discrimination.

2. Honesty and Integrity

- Be honest and transparent in all dealings.
- Declare any conflicts of interest and avoid actions that could create the appearance of impropriety.
- Use company resources responsibly and only for legitimate business purposes.

3. Compliance and Accountability

- Comply with all relevant laws, regulations, and company policies.
- Follow health and safety procedures to ensure a safe working environment.
- Understand and respect data protection responsibilities and confidentiality.

4. Professionalism and Excellence

- Deliver work to the highest professional standards.
- Maintain punctuality, reliability, and consistent communication.
- Take responsibility for actions and decisions.

5. Representing Pritchard Group

- Act as ambassadors of the brand at all times.
 - Communicate clearly and professionally with clients and partners.
 - Protect and enhance the company's reputation through every interaction.
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6. Reporting and Speaking Up

If you witness or experience behaviour that is inconsistent with this Code, you are encouraged to report it to a line manager or company director. We promote a culture of openness and will not tolerate retaliation against those who raise concerns in good faith.

Monitoring and Review

This Code of Conduct will be reviewed annually and is supported by our full suite of company policies. Compliance is essential to maintaining trust and long-term success.

Policy Acceptance

I confirm that I have read and understood the Pritchard Group Code of Conduct. I agree to uphold its values and standards in all professional activities.

Signed 

Print Name: Shane Pritchard

Date: 25/04/2025