

ANTI-BRIBERY AND CORRUPTION POLICY

AMF Mech Ltd, trading as AMF MEP · Bribery Act 2010

AMF does not offer, give, request or accept bribes, and does not tolerate corruption in any form. This policy applies to every employee and to anyone acting for the Company, in the United Kingdom and anywhere else we work. It reflects the Bribery Act 2010, which applies across the whole United Kingdom. Section 7 of that Act makes it a corporate offence to fail to prevent bribery by someone associated with the company, and the only defence is having adequate procedures in place. This policy, and the checks described in it, are those procedures.

1. The rules

- Never offer, promise, give, request, agree to receive or accept any financial or other advantage intended to induce or reward improper performance, by anyone, at any level, including through a third party.
- Never make a facilitation payment (a small unofficial payment to speed up a routine action). They are bribes and they are illegal, however normal they may appear.
- Never offer or accept anything intended to influence the award of work, the outcome of a tender, or a decision on a project.
- Political donations are not made by or on behalf of the Company. Charitable donations and sponsorship require the Director's approval.

2. Hospitality and gifts

Reasonable, proportionate hospitality that is openly given and clearly for a genuine business purpose is a normal part of professional life and is permitted, a working lunch, an industry event, a modest seasonal gift. Before giving or accepting anything, ask: is it modest? Is it transparent? Would you be comfortable seeing it written down? And, the one where the answer must be no, could it reasonably be thought to influence a decision? Anything more than modest, anything offered or received during a live tender or commercial negotiation, and anything you are unsure about needs the Director's approval before it is given or accepted. Gifts and hospitality given or received are recorded with Accounts (currently Mariana Jipa).

3. Working with others

The Company can be criminally liable for a bribe paid by someone performing services on its behalf. We therefore expect the same standard of our sub-consultants, agencies and suppliers; we say so in our contracts, and we will not continue to work with anyone who does not meet it.

4. Raising a concern

If you are offered a bribe, asked to pay one, or suspect that bribery or corruption is happening, raise it immediately with your line manager or the Director; if the concern involves the Director, raise it with the Head of Operations. The Whistleblowing Policy protects you, and refusing to pay a bribe will never count against you, even if the Company loses work as a result. Breach of this policy is gross misconduct, and bribery is a criminal offence carrying imprisonment and unlimited fines for individuals.

SIGNED BY



John Fleming
Head of Operations
for and on behalf of AMF Mech Ltd, trading as AMF MEP

Signed: 20 August 2026 Review due: August 2027

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