

## Fair Culture (& Whistleblowing) Policy

Balcony adopts the principles of Fair Culture for managing the investigation and determination of accidents, incidents and close calls that may have been caused by an unsafe act. Our policy ensures that individuals are treated in a professional, consistent and fair manner whether reporting a potentially unsafe situation or during an investigation in to identifying underlying causes and preventing recurrence.

The following principles are maintained:

### **Behaviours**

- Clarity of expected behaviour through the adoption of Lifesaving Rules.
- Honest and open discussions about safety.
- Encourage, value and listen to reports.
- Reports of near miss, unsafe behaviour or condition are encouraged.
- Reports of near miss, unsafe behaviour or condition are undertaken in a blame-free environment with the full support of the directors.

### **Consequences**

- There is a consistent message and consequence to any breach of law, Lifesaving Rule or planned safe system of work.
- Any potential breach will be independently investigated in a fair and transparent manner by a director.
- Any post investigation action will be taken in a fair and transparent manner.
- Disciplinary action will only be taken after thorough investigation and a hearing (and where necessary an appeal) with the right to independent observation.

This policy is provided to encourage the reporting of accidents, incidents and close calls and promote open and honest dialogue about health, safety and wellbeing issues and concerns.



Paul Saddington  
Director

1<sup>st</sup> January 2024

**Balcony Business Services Limited**