

## Collaborative Working Policy

Elliem Ltd is committed to conducting business with the highest standards of integrity and ethics. This policy reflects our absolute commitment to working facilitatively and ethically with organisations who we collaborate with to deliver audits, consultancy and training services to end users. This policy applies to all employees and business partners associated with the Company and reflects our commitment to maintaining the highest standards of ethical conduct and integrity in all our business activities.

Elliem Ltd strictly prohibits any form of activity designed to 'win work' which is the provenance of their collaborative partner. We will not seek to undertake our own negotiation to win work which would exclude the original contract partner, nor will we encourage those who we engage with through our work to switch to alternative suppliers for the service offered.

Non-compliance with this Policy may result in disciplinary action, including termination of employment, contract termination, legal action, and other appropriate measures as determined by the severity of the offence.

This Policy will be reviewed periodically to ensure its effectiveness and relevance to the Company's operations. Amendments or updates will be communicated to all employees and relevant stakeholders.

The Elliem Ltd Collaborative Working Policy reflects our commitment to maintaining the highest standards of ethical conduct and integrity in all our business activities.

Jennie Clark  
Managing Director

Last reviewed and updated July 2023