



Code of Conduct

Date: January 2025

1. Introduction

This Code of Conduct sets out the standards of behaviour and values expected of all employees, subcontractors, and representatives of Eden Facilities & Property Management LTD. Our reputation is built on integrity, professionalism, and trust, and it is the responsibility of everyone in the business to uphold these standards.

2. Health & Safety

- Always follow company Health & Safety procedures, RAMS, and site rules.
- Wear the required PPE at all times and use tools and machinery safely.
- Report hazards, accidents, and near misses immediately.
- Never work under the influence of drugs or alcohol.

3. Environmental Responsibility

- Reduce waste, reuse and recycle wherever possible.
- Dispose of hazardous substances safely and in line with regulations.
- Protect local communities, wildlife, and biodiversity during projects.
- Support company goals to reduce emissions and improve sustainability.

4. Professional Behaviour

- Treat clients, colleagues, and the public with respect and courtesy.
- Communicate openly and honestly with clients and team members.
- Deliver services to the highest possible standards.
- Avoid behaviour that could bring the company into disrepute.

5. Ethical Standards

- Operate with honesty and integrity in all business dealings.
- Do not accept or offer bribes, kickbacks, or improper benefits.
- Ensure fair treatment of employees, subcontractors, and suppliers.
- Comply with the company's Modern Slavery & Ethical Trading Policy.

6. Confidentiality & Data Protection

- Protect confidential company and client information.
- Comply with the company's Privacy and Data Protection Policy.
- Do not share sensitive information without authorisation.

7. Equality & Respect

- Treat everyone fairly, regardless of race, gender, age, religion, disability, or background.
- Do not tolerate harassment, bullying, or discrimination in any form.
- Encourage a culture of diversity, inclusion, and respect.

8. Responsibilities of Employees

All employees and subcontractors must:

- Familiarise themselves with this Code of Conduct.
- Ask for guidance if unsure about correct behaviour.
- Report breaches of this Code to management.

9. Monitoring & Enforcement

- Breaches of this Code may result in disciplinary action or termination of contracts.
- Regular reviews and training will ensure everyone understands and upholds the standards expected.

10. Approval

Signed: _____



Sonny Saunders, Director

Eden Facilities & Property Management LTD

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