



Ashford

Whistleblowing Policy

Company Overview

Ashford Colour Ltd, part of the Pureprint Group, specialises in inkjet printing, digital and on-demand print solutions. We offer direct-to-end-user shipping through our innovative Zero Inventory solutions.

We are committed to conducting business ethically, with integrity, and in full compliance with UK legislation. This includes fostering a working environment where all employees, contractors, and business partners feel confident to raise concerns in the public interest, without fear of reprisal.

This Policy is designed to encourage and support our people to report serious concerns relating to suspected wrongdoing, misconduct, or risks that affect others, the company, or the wider public. This includes issues covered by the Public Interest Disclosure Act 1998 (PIDA). It does not cover personal employment grievances (e.g. bullying, individual disputes), which should be raised via our Grievance Procedure.

Whistleblowing is the disclosure of any information, formally or informally and regardless of source, which relates to suspected wrongdoing or danger at work. You can make a disclosure under this Policy if you have genuine concerns but whistleblowing concerns must be in the public interest and relate to past, present, or likely future malpractice. This may include concerns such as:

- Criminal activity (e.g. fraud, bribery, theft)
- Miscarriages of justice
- Health & Safety risks or breaches
- Environmental damage
- Breach of legal obligations or regulatory non-compliance
- Financial malpractice or negligence
- Abuse of authority or position
- Concealment or deliberate cover-up of wrongdoing
- Unauthorised use or disclosure of confidential information
- Any activity that could bring Ashford Colour Ltd into disrepute

A whistleblower is a person who raises a concern relating to suspected wrongdoing in the public interest.. If you have any genuine concerns related to suspected wrongdoing or danger affecting any of our activities (a whistleblowing concern) you should report it under this policy.

You are encouraged to report suspected wrongdoing as soon as possible. No action will be taken against you if you raise genuine concerns even if the concern you raised is not confirmed by any subsequent investigation.

Protection for Whistleblowers

We understand that raising concerns can be difficult. Employees who raise genuine concerns will be:

- Protected from dismissal, victimisation, harassment, or retaliation, even if the concern proves unfounded
- Supported throughout the process
- Protected under the Employment Rights Act 1996, as amended by the Public Interest Disclosure Act 1998, where the statutory requirements for a protected disclosure are met

Any detrimental treatment of whistleblowers will be considered a serious disciplinary offence to be dealt with under our Disciplinary Policy.

Confidentiality & Anonymity

Disclosures will be handled confidentially, and your identity will only be shared with your consent or if required by law. You may raise concerns anonymously, though this may limit the ability to investigate effectively.

This policy is made available to relevant interested parties externally on our website and internally through training and awareness programmes.

How to Raise a Concern

You are encouraged to raise concerns promptly. In the first instance, concerns should be reported to:

- Your Line Manager, who will escalate to a Director, or
- Directly to the Managing Director if the concern involves your line manager or you do not feel comfortable raising it at department level.

Reports may be made verbally or in writing. All concerns will be logged and assessed for investigation.

Investigation Process

All reported concerns will be:

- Logged and acknowledged
- Investigated thoroughly, fairly, and objectively
- Discussed with the whistleblower (where appropriate)
- Concluded with appropriate action and outcomes recorded

You will be kept informed throughout the process, subject to confidentiality limitations.

If You Are Dissatisfied with the Outcome

If you believe your concern has not been properly addressed, you may escalate the matter in writing to the Managing Director, outlining your reasons. You will receive a written response, including any decision to reopen or close the matter.

External Disclosures

Depending on the nature of the concern, a protected disclosure may also be made to an appropriate prescribed person or body, such as:

- The Health and Safety Executive (HSE)
- The Environment Agency
- The Financial Conduct Authority (FCA)

Individuals may also seek advice from an independent legal adviser.

These must still meet the PIDA requirements to be protected.

Approval & Communication

This policy is endorsed by senior management and is communicated to employees, contractors, and suppliers. It is publicly available and integrated into training and awareness programs.

J Hunt

J. Hunt
Director
Policy Version: August 2026

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