

Policy for:		Anti Bullying and Harassment		
Serial No	POL 013	Reviewer	DH	
Revision	1.0	Date of review	31/10/2025	

1. Purpose

Williams Construction is committed to providing a safe and respectful workplace where bullying and harassment are not tolerated. This policy sets out our approach to preventing and responding to bullying and harassment in the workplace.

2. Scope

This policy applies to all employees, contractors, consultants, volunteers, and visitors of Williams Construction, regardless of location or employment status.

3. Definitions

- Bullying: Repeated, unreasonable behaviour directed towards an individual or group that creates a risk to health and safety.
- Harassment: Unwanted conduct related to a protected characteristic that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment.
- Sexual Harassment: Unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature.

4. Policy Statement

Williams Construction does not tolerate bullying or harassment under any circumstances. All allegations will be taken seriously, handled confidentially, and investigated promptly.

5. Responsibilities

- Management: Promote a respectful culture, respond to complaints, and implement preventive strategies.
- Employees: Treat others with respect, report concerns, and cooperate with investigations.

6. Reporting and Procedures

Employees who believe they have been bullied or harassed should:

- Speak to their line manager or HR representative.
- Use the formal grievance procedure if necessary.

Reports will be treated seriously and investigated promptly.

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7. Disciplinary Action

If bullying or harassment is found to have occurred, disciplinary action may be taken, including verbal or written warnings, suspension, or dismissal.

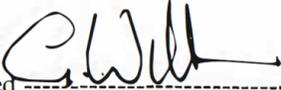
8. Support and Confidentiality

Support is available through HR or external counselling services. All reports will be handled confidentially to the extent possible.

9. Monitoring and Review

This policy will be reviewed annually to ensure effectiveness and compliance with relevant legislation.

This Policy has been reviewed and approved by:


 Signed -----Director

Gareth Williams

Williams Construction (Stockport) Ltd.

Managing Director

Dated: 14/8/25