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# SCORE GROUP plc

## MANAGEMENT SYSTEM POLICY

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SECTION : SMP0019  
REV : 4  
DATE : 30<sup>th</sup> July 2013

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**TITLE: ETHICAL POLICY**

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### Introduction

This policy is to ensure that Score Group plc's activities carried out are governed by an acceptable code of behaviour and that actions are based on the right method of obtaining a result and not the wrong, as viewed by both an individual and group conduct. It is the Company's goal to maintain the highest standards of ethics, professionalism and business conduct as well as ensure that we act in strict compliance with the law at all times, in particular the Bribery Act 2010. We are committed to acting professionally and fairly in all our business dealings and relationships wherever we operate and implementing and enforcing effective systems to counter any behaviour or practice that compromises the Company's integrity or honesty.

This policy applies to all individuals working at all levels and grades, including senior managers, directors, employees (whether permanent, fixed-term or temporary), consultants, contractors, trainees, seconded staff, home workers, casual workers and agency staff, volunteers, interns, agents, sponsors, or any other person associated with us, or any of our subsidiaries or their employees, wherever located. This policy should be read in conjunction with SMP 0031 Anti-Bribery and Corruption policy.

**1. It is the intention of the Organisation, so far as reasonably practicable, to ensure that:-**

- a) all actions and acts are carried out in the sense of right rather than wrong methodology;
- b) no actions break moral principles and satisfactory code of behaviour;
- c) information that is in the company data files is used in such a manner that minimises the possibility of breaches of copyright, proprietary and commercially sensitive issues;
- d) all second parties in the supply line are, whilst performing to a satisfactory level, given an equal opportunity;
- e) no favouritism is shown to second parties over others;
- f) information that is sensitive does not enter either a third party or public domain.

**2. It shall be the duty of each individual company member to ensure that:-**

- a) Current Standards and Work Instructions are implemented and improvements to the Policy aims noted above are recommended;
- b) they do not bring the Organisation into disrepute;
- c) all sensitive information is retained within the Organisation's boundaries;
- d) no information is used that corrupts the company data;
- e) they recognise that the principle forum for discussion on ethical issues is the Management Meeting.

**3. Notes on this Policy:-**

Any company member discovered to be in breach of any part of this policy will be subject to disciplinary action, which may include dismissal, depending upon the severity of the breach.

Signed:



Position:

Chairman

Date:

30<sup>th</sup> July 2013