

Outside Business Policy

1. The Company expects all employees to devote their whole time and attention to the business of the Company during their working time. Employees shall not, without written approval, devote any time to any business other than the business of the Company which may:
 - 1.1 conflict with the Company's interests;
 - 1.2 adversely affect the Company's relations with others; or
 - 1.3 prejudicially affect the Company's ability to carry out their job duties and responsibilities effectively.
2. The decision as to whether an employee's interests, adversely affects the Company's business shall be at the absolute discretion of the Company. The Company will always be mindful of its obligations under the Employment Regulations 1998.
3. Except with the Company's permission, employees may not be directly or indirectly interested, engaged in, or have any business interest in any other business, trade, profession or occupation. However, this shall not prevent employees from holding stock in the shares or stock of any company provided such company does not carry on a business in direct competition with the Company's business.
4. If employees wish to be directly or indirectly interested in any business interest, whether or not it is in competition with the Company's business, they must first seek the written permission of the Managing Director, which will not be unreasonably withheld. [Employees must declare any interests in the Company's register of interests.]
5. This policy does not apply to employees who are employed in trade union or public activities, such as becoming a member of the Peace, or a member of a local authority, tribunal or similar body.