

	<b>POLICY</b> <b>Anti-Bribery and Corruption</b>	Doc No: POL-015a
		Revised By / On: CFO & COO
		Revision: 2 / November 2025
		Effective Since: March 2017
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a) **PURPOSE**  
 Biddulphs is a signatory to the FIDI Anti-Bribery and Corruption CHARTER which is attached and gives full detail of the purpose of the policy.

b) **SCOPE**  
 The policy aligns with PRECCA and covers all staff, customers and suppliers anywhere in the world.

- c) **Reference**
- PRECCA** Prevention and Combating of Corrupt Activities Act 12 of 2004
  - FINP-001** Procurement PROCEDURE
  - FINP-002** Preventing Bribery and Corruption PROCEDURE
  - FINP-005** Preventing Anti-Trust / Anti-Competition Actions
  - POL-001** Code of Conduct POLICY
  - POL-006** Procurement and Supply Chain Management PROCEDURE
  - POL-014** Money Laundering & Whistleblowing Policy
  - POL-015b** FIDI Anti-Bribery and Corruption CHARTER

- d) **Definitions and Abbreviations**
- PRECCA** Prevention and Combating of Corrupt Activities Act 12 of 2004
  - FIDI** Federation of International Furniture Removers
  - FAIM** FIDI Accredited International Mover
  - See IO-GUIDE-01** Abbreviations and Definitions

- e) **Responsibility**
- The Managing Director, Board of Directors, as well as, the Branch Managers shall ensure that the policy is brought to the attention of all customers and suppliers and that it is adhered to. Where non-adherence is noted, appropriate remedial action should be taken and reported to Biddulphs where necessary in terms of the severity of non adherence,
  - Staff must ensure that they understand the intention of the statements and policies and if required to obtain clarification from Management. Any non compliance must be reported to the Branch Manager or Head Office Directors where the matter has not been dealt with at branch level.
  - Where a customer makes a request that is considered inappropriate or in contravention of Biddulphs policy it must be reported to Management.

1. **POLICY**  
 In terms of the Biddulphs **POL-001** Code of Conduct Policy the company has a zero tolerance towards any form of bribery and corruption.

2. **Supply Chain**  
 The application of the policy is covered under the **POL-006** Procurement and Supply Chain Management POLICY. All Biddulphs email signature strips clearly denote access to this policy.

**Review**  
 The procedure is subject to review on an annual basis.

**Change / Revision History**

Change History			
Rev No	Changes	Pages	Effective date
0	Complete revision of QMS documentation and alignment with ISO 9001:2015	All	2017.03.01
1	Revision of OMS Documents alignment with FIDI Audit	All	2023.06.13
2	Revision of OMS documents to align with PRECCA, etc	All	2025.12.01

**Approval**

Designation	Name	Signature
Managing Director	O Farmerey	