



NOVA
HEALTHCARE
SERVICES

Anti-Bribery Policy



Nova Healthcare Services (Nova HCS) is committed to conducting business with integrity, transparency, and adherence to the highest ethical standards. As part of our commitment to ethical business practices, we maintain a zero-tolerance policy towards bribery and corruption in any form. This Anti-Bribery Policy outlines our stance on bribery and provides guidance to all employees, contractors, suppliers, and business partners on how to identify, prevent, and report incidents of bribery.

- **Prohibition of Bribery**

Bribery in any form, whether offering, soliciting, or accepting, is strictly prohibited at Nova HCS. This includes providing or accepting gifts, payments, or other advantages with the intention of influencing business decisions or gaining an unfair advantage.

- **Compliance with Laws**

All employees, contractors, suppliers, and business partners are expected to comply with all applicable laws and regulations related to bribery and corruption, both domestically and internationally.

- **Gifts and Hospitality**

While reasonable business gifts and hospitality are permissible as part of normal business practice, they must be given and received in compliance with applicable laws and company policies. Employees must exercise caution to ensure that gifts and hospitality do not create the appearance of impropriety or influence business decisions.

- **Due Diligence**

Before engaging in business relationships with third parties, including suppliers, contractors, and business partners, Nova HCS conducts due diligence to assess the integrity and reputation of the parties involved. Employees are expected to report any concerns or red flags identified during due diligence processes.

- **Reporting Mechanism**

Employees are encouraged to report any suspected incidents of bribery or corruption promptly through the appropriate channels, including reporting to their manager, the human resources department, or the designated compliance officer. Reports can be



made anonymously, and all concerns will be treated confidentially and investigated thoroughly.

Violations of this Anti-Bribery Policy may result in disciplinary action, up to and including termination of employment or contractual relationship. Nova HCS reserves the right to take appropriate legal action against individuals or entities found to be involved in bribery or corruption.

Nova Healthcare Services is committed to upholding the highest standards of integrity, honesty, and ethical conduct in all aspects of our business operations. This Anti-Bribery Policy reflects our dedication to ethical business practices and serves as a guiding principle for all employees, contractors, suppliers, and business partners.

This Anti-Bribery Policy is communicated to all relevant stakeholders and is subject to periodic review and update to ensure its effectiveness and relevance in preventing bribery and corruption. Employees are expected to familiarize themselves with the policy and adhere to its provisions at all times.

Nova HCS appreciates the cooperation of all employees, contractors, suppliers, and business partners in upholding the principles outlined in this Anti-Bribery Policy. Together, we can maintain a culture of integrity and trust that reflects our commitment to ethical business conduct.

For any questions or concerns related to this policy, please contact admin@novahc.co.uk

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