



VITALITY PERSONEL LTD

Whistleblowing Policy

Vitality Personnel Ltd

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Important review note

This document is an original website publication draft prepared for Vitality Personnel Ltd. It is not legal advice. Before publication or operational adoption, the company should confirm that the text reflects its actual processes, suppliers, systems and contractual arrangements, and obtain review from an appropriately qualified UK legal or compliance professional.

1 Scope and document status

A route for workers and others to raise serious public-interest concerns safely. This document should be read with applicable contracts, procedures and privacy information.

2 Purpose

Whistleblowing concerns generally relate to wrongdoing in the public interest, such as criminal offences, legal breaches, danger to health and safety, environmental damage, miscarriage of justice or concealment. Personal grievances may be better handled under another procedure.

3 Raising a concern

A concern should be raised as soon as reasonably possible with enough factual detail to support a fair assessment. If the usual contact is implicated, an alternative senior route should be available.

4 Protection and confidentiality

No person should suffer retaliation for raising a genuine concern in good faith. Confidentiality should be respected as far as possible, although disclosure may be necessary for a fair investigation or legal duty.

5 Assessment and investigation

The company should acknowledge, triage and investigate concerns proportionately, preserving evidence and avoiding conflicts of interest. The reporter should receive an appropriate update where lawful.

6 External disclosures

UK law protects certain qualifying disclosures in specified circumstances. A person considering an external disclosure may wish to obtain independent advice, including from Protect or a relevant prescribed body.

7 Contact

Vitality Personnel Ltd, 17 Park Parade, London, NW10 4JH, England. Email: Info@vitalitypersonel.co.uk.

8 Review record

The final approved version should record its approver, approval date and any changes. This draft contains no invented certification, accreditation, regulator registration or professional endorsement.