

Title	Policy on whistleblowing
Revision date	04/02/2026
Revision number	1.0
Document reference	CGE-POL-010

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## Document purpose and scope

This document sets out the **Whistleblowing Policy** for **Coastal Geohazards Experts Ltd** (“CGE”). It applies to all company activities, including digital publishing, educational content creation, media production, and collaboration with partners or contributors.

The policy covers:

- the Founder
- contractors, freelancers, and collaborators
- any third-party organisations acting on behalf of CGE

CGE is a micro-enterprise operating primarily through digital and remote workflows. While the company’s operational footprint is small, it is committed to maintaining the highest standards of openness, integrity, and accountability.

This policy will be reviewed annually and made available to relevant stakeholders.

## Aim

Whistleblowing enables individuals to raise serious concerns internally rather than overlooking issues or reporting them externally without first giving the organisation an opportunity to respond.

This policy aims to:

- encourage individuals to report suspected wrongdoing as early as possible



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- ensure concerns can be raised confidentially and without fear of reprisal
- provide clear avenues for raising concerns
- ensure individuals receive appropriate feedback
- reassure reporters that they will be protected when raising concerns in good faith

### Policy statement

CGE is committed to the **Ten Principles of the UN Global Compact** and to acting responsibly in all areas of human rights, labour, environment, and anti-corruption.

CGE will:

- uphold the highest standards of honesty, transparency, and accountability
- comply with all relevant legislation and best-practice standards
- expect anyone working with or for the company to raise concerns about wrongdoing
- ensure that concerns are taken seriously, investigated promptly, and addressed appropriately

Wrongdoing may include (but is not limited to):

- criminal offences
- health and safety risks
- environmental harm
- breaches of legal obligations
- unethical conduct



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- attempts to conceal wrongdoing

## Responsibilities

### Founder and Director

The Founder holds overall responsibility for:

- implementing and reviewing this policy
- ensuring concerns are handled appropriately
- maintaining confidentiality where requested
- taking corrective action where wrongdoing is identified

### Contractors, freelancers, and collaborators

Anyone working with CGE must:

- comply with this policy
- raise concerns promptly and in good faith
- avoid malicious or knowingly false allegations

### Suppliers and partners

Suppliers and partners are expected to:

- uphold ethical standards
- report concerns relating to CGE's operations or conduct

## Implementation

### Safeguards and protection from victimisation



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CGE recognises that raising concerns can be difficult. The company will:

- protect individuals who raise concerns in good faith
- not tolerate harassment, bullying, or victimisation of whistleblowers
- take appropriate action against anyone who retaliates against a whistleblower

### Confidentiality

CGE will:

- treat all concerns confidentially
- protect the reporter's identity where requested
- explain if disclosure becomes necessary (e.g., legal proceedings)

Anonymous reports are accepted, but providing a name enables more effective investigation.

### How to raise a concern

Concerns may be raised verbally or in writing.

Reporters should contact:

**Founder & Principal Consultant** Coastal Geohazards Experts Ltd Email: [andres@coastalgeohazardsexperts.co.uk](mailto:andres@coastalgeohazardsexperts.co.uk)

If the concern relates to the Founder or cannot be raised internally, individuals may contact a **prescribed person or body** as listed on GOV.UK.

### How CGE will respond

CGE will:

- acknowledge receipt of the concern (unless anonymous)



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- assess the issue and determine next steps
- investigate proportionately and impartially
- provide feedback where appropriate
- take corrective action if wrongdoing is identified

While outcomes cannot always match the reporter's expectations, CGE will act fairly and responsibly.

### Escalation

If the reporter is dissatisfied with the response, they may request that the matter be reviewed by an independent external adviser or a prescribed body, depending on the nature of the concern.

### Approval

This policy is approved by:

**Founder & Director** Coastal Geohazards Experts Ltd on 04/02/2026

**Andres Payo**

Director