

June 2025

Subject: Our Position on Bullying and Harassment in the Workplace

At BAKO Ltd, we are committed to upholding the highest standards of integrity, respect, and professionalism in every aspect of our operations. This includes maintaining a safe, inclusive, and respectful workplace for all employees, contractors, partners, and stakeholders.

We wish to clearly state our position on bullying and harassment, including sexual harassment, in the workplace:

Zero Tolerance Policy

BAKO Ltd has a zero-tolerance policy toward any form of bullying, harassment, or intimidation. This applies across all levels of our organisation and extends to interactions with external parties, including suppliers, contractors, and customers.

Definitions

We define bullying as repeated, unreasonable behaviour directed at an individual or group that creates a risk to health and safety. Harassment, including sexual harassment, includes any unwanted conduct - verbal, physical, or visual - that offends, humiliates, or intimidates.

Our Commitment

- We actively promote a culture of respect and dignity in the workplace.
- All employees receive regular training on anti-bullying and harassment policies, with clear reporting procedures.
- Reports of inappropriate behaviour are taken seriously and are handled promptly, fairly, and confidentially.
- We expect the same commitment to these principles from all those we do business with.

Expectations from Partners

We encourage all our suppliers and customers to foster similar standards within their own organisations. Mutual respect is essential to our working relationships, and we reserve the right to reassess partnerships where our standards for ethical and respectful conduct are not upheld.

Reporting and Support

Anyone who witnesses or experiences bullying or harassment involving our personnel - whether internal or external - is encouraged to report the matter through our designated confidential email address hr-confidential@bako.co.uk. Appropriate action will be taken in accordance with our internal policies and the law.



We appreciate your continued cooperation in helping us maintain a safe and respectful working environment for all.

If you have any questions regarding our policies or would like more information, please do not hesitate to contact us.

Yours sincerely

On behalf of BAKO Group Ltd