

Code of Business Ethics and Conduct - **Swallow Hill Homes Limited**

1. Policy Statement

Swallow Hill Homes Limited ("the Company") is committed to maintaining the highest standards of integrity, honesty, and professionalism in all our business dealings. We believe that our reputation is our most valuable asset. This code defines the standards of behavior expected of our directors, employees, and those who represent us, including our subcontractors.

2. Core Principles

We operate under four fundamental pillars:

- **Integrity:** We act ethically and honestly in all interactions with clients, suppliers, and competitors. We do not tolerate bribery, corruption, or dishonest business practices.
- **Accountability:** We take responsibility for our actions, our work, and the impact we have on our community and the environment.
- **Professionalism:** We treat everyone with respect, fairness, and dignity. We strive for excellence in every project we undertake.
- **Transparency:** We are open and truthful in our communications, pricing, and project reporting.

3. Standards of Conduct

- **Bribery and Corruption:** We have a zero-tolerance policy regarding bribery. We do not offer or accept improper inducements, gifts, or favors to win business or influence decisions.
- **Conflict of Interest:** Employees and directors must disclose any situation where their personal interests may conflict with those of the Company or our clients.
- **Fair Competition:** We compete fairly based on our skill, quality of service, and price. We do not engage in anti-competitive practices or collude with other contractors.
- **Client Relations:** We honor our commitments. We ensure our advertising (e.g., TrustATrader profiles) and sales pitches are accurate, honest, and reflect the true nature of our services.
- **Environmental & Social Responsibility:** We conduct our work in a manner that minimizes environmental impact, noise, and disruption to neighbors. We actively strive to be good neighbors on every site we operate.

4. Compliance

All individuals working on behalf of Swallow Hill Homes Limited are expected to read, understand, and abide by this code. Failure to adhere to these standards may result in disciplinary action, up to and including termination of employment or the ending of contractual relationships.

5. Reporting Violations



Swallow Hill Homes Limited

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office@swallowhillhomes.com

Swallow Hill Homes

We encourage an open culture where unethical behavior can be reported without fear. If you witness or suspect a breach of this code, you are encouraged to report it immediately to the Director, Rob Bailey, in accordance with our Whistleblowing Policy.

Signed: *R Bailey* (Director)

Date: 27/7/2026