



# Getting help & reporting concerns

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# Reporting concerns

In detail

Reporting concerns helps us maintain a culture of integrity, in which we trust and hold each other to account.

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If you know of or suspect any unsafe or unethical practice; a breach of the law; a breach of our Code or our policies, Speak Up and report it immediately. This also applies to situations involving non-employees, such as the supply chain, agents, vendors, independent contractors and wherever else you may have a concern that impacts the company.

Generally, the first place to raise concerns is with management. Management should then consider who best to report the matter to, engaging with the Conduct Compliance Office where unsure. or advice is required. However, you may not feel comfortable discussing concerns with your direct line manager, for example if your concern involves management or is extremely serious.

The next reporting route will often be directly to the Conduct Compliance Office. Alternatively, Safecall is available. Full details can be found on the following page.

You can make reports anonymously. via Safecall however, anonymity may limit our ability to investigate an incident. In all cases, reports will be treated as confidentially as possible.

Failure to report breaches is never appropriate and is itself a breach of our Code. Also, any delay in reporting could substantially increase the risk of safety, legal and/ or financial exposure.

# Reporting concerns

In detail

Reporting concerns helps us maintain a culture of integrity, in which we trust and hold each other to account.

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If you have experienced, witnessed or suspect any kind of wrongdoing in the workplace, including unethical or illegal behaviour, the best thing for you and the company is to speak up and report it.

Please use any of these reporting routes:

## Conduct Compliance Office

Oliver Dior, Conduct Compliance & Corporate Investigation Manager

Phone: 07815 994291

Email: [oliver.dior@sellafieldsites.com](mailto:oliver.dior@sellafieldsites.com)

Email: [conduct.compliance@sellafieldsites.com](mailto:conduct.compliance@sellafieldsites.com)

Michael Sewell, Conduct Compliance Officer

Phone: 07890 400784

Email: [michael.p.sewell@sellafieldsites.com](mailto:michael.p.sewell@sellafieldsites.com)

Email: [conduct.compliance@sellafieldsites.com](mailto:conduct.compliance@sellafieldsites.com)

## HR Advice and Case Coaching

Email: [people.operations@sellafieldsites.com](mailto:people.operations@sellafieldsites.com)

## Your Line Manager or local HR Business Partner

## Data Protection Team

Email: [data.protection.team@sellafieldsites.com](mailto:data.protection.team@sellafieldsites.com)

Or you could call Safecall - the Sellafield Ltd external reporting line. Safecall is a confidential, and (if required) anonymous helpline to report concerns.

Phone: 0800 915 1571

[www.safecall.co.uk](http://www.safecall.co.uk)



# Retaliation or reprisals

To maintain a culture of integrity, we should all be able to report concerns without fear of reprisals or being victimised. Sellafield Ltd will not tolerate victimisation or retaliation against anyone for reporting breaches of the law, company policy or our Code.

Any acts of retaliation or victimisation against employee concerns *will* be subject to disciplinary action. If you believe that you have experienced any form of retaliation as a result of raising a concern, you should report it to the Conduct Compliance Office who will investigate the matter.

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# Getting help and support

In detail

We are kind and respectful of each other. Everyone has a right to be treated with dignity and respect. Should you require help or support with any form of discrimination, harassment or bullying. Please seek help.

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## Getting help and support

Please access help from the following support routes:

- HR Contacts
- Trade Union Key Contacts
- Diversity & Inclusion Networks
- Employee Assist Programme  
(The EAP is available 24 hours a day, 365 days a year)
  - Call 0800 015 5630 or