TRISET LTD · GOVERNANCE & COMPLIANCE

Ethics & Business Conduct Policy

How Triset Ltd trades honestly: anti-bribery under the Bribery Act 2010, gifts and hospitality, conflicts of interest, fraud prevention and responsible AI use.

Triset Ltd

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How Triset Ltd trades honestly — anti-bribery, gifts, conflicts, fraud prevention and client confidentiality.

Document	Ethics & Business Conduct Policy
Owner	Triset Ltd (Company No. 17116041) - Stretford, Manchester M32 8PS, UK
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Approved by	Javerya Memon, Director — Triset Ltd
Operated by	Fahad Nazeer, Founder & Lead Engineer
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1. OUR COMMITMENT

Triset Ltd (Company No. 17116041) trades honestly, lawfully and transparently. This Ethics & Business Conduct Policy sets the standards of professional behaviour expected of every director, employee and subcontractor acting for Triset, and it forms part of our contract terms. It is written with reference to the Bribery Act 2010, the Fraud Act 2006, UK competition law and the data protection duties we hold as an ICO-registered controller (registration ZC259459).

2. ANTI-BRIBERY & CORRUPTION

Bribery is prohibited in absolute terms — no one acting for Triset may offer, promise, give, request or accept a bribe, facilitation payment or kickback, whether in money, goods, hospitality or favour, to win work, speed a process or influence a decision. This applies on UK sites and abroad, and to dealings with public officials and private companies alike. Because we deliver services inside enterprise environments (including through managed-service partners), any attempt by a third party to influence engineer placement, routing or contract awards is reported to the Director on the same day.

3. GIFTS & HOSPITALITY

- Modest hospitality (a lunch, a coffee, trade-show refreshments) may be accepted where it is transparent and business-related
- Any single gift or hospitality item valued over £50, and anything offered during a live tender, must be declined or declared to the Director for approval and recorded in the gifts register
- Cash and cash equivalents (vouchers, cryptocurrency, "invoices with room in them") are never acceptable in either direction
- Where refusing a gift would cause genuine offence, it is accepted on behalf of the company, declared, and donated or disposed of per the Director's instruction

4. CONFLICTS OF INTEREST

Anyone acting for Triset must declare — before engagement and whenever circumstances change — any personal, financial or family interest that could overlap with company business: holding a stake in a supplier, doing parallel work for a competitor, or accepting a second engagement that constrains availability owed to a client. Declared conflicts are managed openly (reassignment, disclosure to the client, or withdrawal from the decision). Undeclared conflicts discovered later are treated as conduct matters, not paperwork.

5. FRAUD, THEFT & CLIENT PROPERTY

Fraud, theft, falsification of records — including timesheets, RAMS sign-offs, waste transfer notes, data-erasure certificates and expense claims — is gross misconduct and may be referred to the police. Client property, keys, credentials and equipment are used strictly for the assigned engagement. Data-bearing media follow our chain-of-custody process from collection to certified erasure or destruction; falsifying an erasure certificate is treated as seriously as losing the data itself.

6. FAIR COMPETITION & CONFIDENTIALITY

We win work on merit. We do not fix prices with competitors, divide territory or customers, or misuse a former employer's or client's confidential information. Client information seen during engagements is kept confidential indefinitely, used only to deliver the service, and never used to approach the client's staff, customers or partners for unrelated business. Competitor intelligence relies on public sources only.

7. DATA PROTECTION & RESPONSIBLE AI USE

Personal data is processed per our Privacy Policy and, where we act as processor, the client's Data Processing Agreement. Where AI tools assist our work (triage notes, documentation drafts, scheduling), a human engineer verifies every output before it reaches a client, client data is never pasted into public AI services without a lawful basis, and clients are told honestly when AI has assisted a deliverable. Ethics apply to our tooling too.

8. RAISING CONCERNS & BREACHES

Suspected breaches of this policy — ours or a partner's — can be raised with the Director or Founder directly, or through the confidential route in our Whistleblowing Policy, which protects internal and external reporters from retaliation. Verified breaches are dealt with under our disciplinary process up to dismissal or termination of contract, and where the law requires (bribery, fraud, data breaches), reported to the relevant authority.

ETHICS AT A GLANCE

- No bribes, facilitation payments or kickbacks — in any country, in any form
- Gifts over £50 declared and registered; anything during a live tender declined outright
- Conflicts of interest declared before engagement and managed in the open
- Certificates and records (erasure, waste, timesheets) are true — falsification ends the relationship
- Client confidentiality survives the engagement indefinitely
- AI-assisted work is human-verified before it reaches a client, every time
- Concerns can be raised confidentially and externally — see the Whistleblowing Policy

Enterprise clients and vendor portals may request this policy as evidence of our adequate procedures under the Bribery Act 2010, alongside our Modern Slavery Statement and Supplier Code of Conduct.