

## WHISTLEBLOWING POLICY

The Company is committed to conducting business with honesty, integrity as well as expects all staff to maintain these high standards. Any suspected wrongdoing should be reported as soon as practically possible. The Company encourages all employees and stakeholders such as contractors and employees of suppliers to report any wrongdoings that are causes for concern. It considers whistleblowing as a positive act that is in the best interest of the Company.

Whistleblowing is reporting of suspected wrongdoing or dangers in relation to our activities. This includes bribery, facilitation of tax evasion, fraud or other criminal activity, health and safety risks, and any breach of legal or professional obligations.

The whistleblower is able to raise complaints with their direct Line Manager in many cases. However, when they prefer not to raise it with them for any reason whatsoever, they should report it via email to [complaints@astro-offshore.com](mailto:complaints@astro-offshore.com). Each complaint received will be investigated by the Managing Director.

The Company encourages all whistleblowers to voice complaints openly under this policy. Completely anonymous whistleblowers are difficult to investigate. But still if the whistleblower wishes to raise the complaint confidentially, the Managing Director will make every effort to keep their identity secret and only reveal it when necessary to those involved in investigating the complaint.

The aim of this policy is to provide an internal mechanism for reporting, investigating and remedying any wrongdoings in the workplace. In most cases, the whistleblower should not alert anyone externally and they are strongly encouraged to seek advice before reporting a complaint to anyone external to the Company.

The Company aims to encourage openness and will support whistleblowers who raise genuine complaints under this policy. Those at fault may not threaten or retaliate against whistleblowers in any way. If they are involved in such conduct, they may be subject to disciplinary action. However, if it is concluded that a whistleblower has made false allegations maliciously, the whistleblower may be subject to disciplinary action.



Mark Humphreys  
Managing Director