

Dealing With Theft - Policy

As an organisation, Astrum abhor any theft from our customers and will not tolerate any form of theft by our staff. In the event of a suspected theft, we will allocate as much resource as necessary to fully investigate the matter in order to determine what actually happened, and get to the truth of the matter. We will enter the investigation with an open mind, and will be fair to our employees at all times.

The decision to involve the police is down to the customer, but we fully support any police action and will fully co-operate with the authorities. The decision to press charges also rests with the customer, but we are in favour of bringing a case against any perpetrator.

If our own investigation leads us to believe that we can identify the culprit on the balance of probability, that person will be subject to our disciplinary procedure. We would then terminate their employment. If the investigation is inconclusive, we will keep the customer updated and work with them to implement any improvements necessary to prevent a repetition.

Signed
Managing
Director



2nd January 2026