

# Anti-Bribery and Corruption Policy

Regent Education Services Ltd

**Last Updated:** 10 February 2026

## 1. Policy Statement

Regent Education Services Ltd is committed to conducting all business activities with honesty, integrity, and transparency. We operate a zero-tolerance approach to bribery and corruption and are committed to acting professionally, fairly, and ethically in all our dealings with students, partner institutions, and stakeholders.

This policy establishes procedures to prevent bribery and corruption and ensures compliance with the UK Bribery Act 2010.

## 2. Purpose of the Policy

The purpose of this policy is to:

- Prevent bribery and corruption in all business operations
- Ensure compliance with UK anti-bribery legislation
- Provide guidance to staff and representatives on ethical conduct
- Protect the reputation of Regent Education Services Ltd
- Promote transparency in relationships with students and partner institutions

## 3. Scope of the Policy

This policy applies to:

- All employees of Regent Education Services Ltd
- Directors and management
- Contractors and consultants
- Representatives acting on behalf of the company
- Partner organisations and intermediaries where applicable

All individuals associated with the organisation are expected to comply with this policy at all times.

## 4. Definition of Bribery

Bribery is defined as:

Offering, promising, giving, requesting, or accepting any financial or other advantage to influence the actions or decisions of another person in order to gain an improper business advantage.

Bribery can occur in both public and private sectors and may involve money, gifts, hospitality, services, or other benefits.

## **5. Prohibited Conduct**

Regent Education Services Ltd strictly prohibits the following:

- Offering or giving a bribe to any person
- Requesting or accepting a bribe from any individual or organisation
- Offering incentives to influence university admission decisions
- Providing false information to gain an advantage
- Making facilitation payments to speed up administrative processes
- Engaging in any form of corrupt activity

Employees or representatives found engaging in bribery may face disciplinary action, including termination of employment or contractual relationships.

## **6. Gifts and Hospitality**

Reasonable and proportionate hospitality may be acceptable in business relationships. However, it must never be used to improperly influence decisions.

Employees must ensure that any gifts or hospitality:

- Are modest and reasonable in value
- Are not given during decision-making processes
- Do not create conflicts of interest
- Are transparent and recorded where necessary

Lavish or excessive gifts are strictly prohibited.

## **7. Relationships with Partner Institutions**

Regent Education Services Ltd works with universities and education providers as a student referral partner only.

We commit to the following principles:

- Providing accurate information to students
- Not influencing admissions decisions
- Not offering financial incentives to admissions staff
- Maintaining transparent agreements with partner institutions

Students are always encouraged to make independent decisions about their educational choices.

### **8. Conflicts of Interest**

Employees and representatives must avoid situations where personal interests conflict with professional responsibilities.

Examples include:

- Accepting payments from institutions not disclosed to the company
- Recommending institutions solely for personal financial benefit
- Providing biased advice to students

All potential conflicts of interest must be declared to management immediately.

### **9. Reporting Concerns**

Regent Education Services Ltd encourages employees, partners, and stakeholders to report any suspected bribery or unethical behaviour.

Concerns may include:

- Suspicious payments or incentives
- Unethical recruitment practices
- Misrepresentation of information
- Pressure to influence admissions decisions

Reports should be made to senior management or through designated company contact channels.

All reports will be investigated confidentially.

### **10. Protection for Whistleblowers**

Individuals who raise concerns in good faith will be protected from retaliation or unfair treatment.

Regent Education Services Ltd is committed to ensuring that employees and partners feel safe reporting suspected misconduct.

### **11. Training and Awareness**

Regent Education Services Ltd will ensure that relevant staff and representatives are aware of this policy and understand their responsibilities in preventing bribery and corruption.

Where appropriate, training or guidance may be provided to ensure compliance with legal and ethical standards.

### **12. Monitoring and Compliance**

The company will periodically review its practices to ensure compliance with anti-bribery legislation.

This may include:

- Reviewing internal procedures
- Monitoring relationships with partner institutions
- Ensuring transparency in financial arrangements

We understand that failure to comply with this policy may result in disciplinary action or termination of agreements.

### **13. Record Keeping**

Accurate financial records must be maintained to ensure transparency.

All payments, commissions, and expenses must be:

- Properly documented
- Approved through appropriate channels
- Available for internal review where necessary

### **14. Policy Review**

This policy will be reviewed periodically to ensure continued compliance with applicable laws and industry standards.

Updates will be made when necessary to reflect regulatory or operational changes.

## **15. Contact Information**

For questions regarding this policy or to report concerns, please contact:

**Regent Education Services Ltd**

Website: [regenteducation.co.uk](http://regenteducation.co.uk)

Email: [compliance@regenteducation.co.uk](mailto:compliance@regenteducation.co.uk)