


<b>British Board of Agrément</b>		
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<b>Impartiality Policy</b>		

The British Board of Agrément (hereinafter known as BBA), its Directors, Managers, Staff and other persons involved in accredited activities fully understand the importance of impartiality in undertaking these activities. This policy outlines the principles relating to the impartiality of its activities.

The BBA is firmly committed to upholding impartiality and has implemented comprehensive procedures to manage, identify, analyse, and document all potential conflicts of interest that may arise from its activities. We are dedicated to avoiding any actions that could compromise impartiality, and we structure and manage our activities to safeguard this principle. The Senior Leadership Team (SLT) bears the responsibility for effectively implementing this policy within the operational business.

Under no circumstances shall commercial or other considerations hinder the consistent and impartial execution of our activities.

Should the BBA become aware of any risks to impartiality arising from the actions of external entities, individuals, or organisations, we will take appropriate action to address them. Our Technical Committee actively monitors this process on behalf of the Governing Board. In cases where relations create unacceptable threats to impartiality, all related activities will cease.

All BBA staff members are expected to uphold impartiality, acting without bias, and not allowing financial, commercial, or other pressures to compromise their objectivity. They have been instructed to promptly report any situations that may pose threats to impartiality to their line manager and/or Senior Management.

To ensure impartiality, the BBA relies on its Governing Board, which periodically reviews compliance with impartiality requirements outlined in the relevant Standards we are certified against. If the Technical Committee's concerns are not adequately addressed by the Governing Board, the Technical Committee retains the right to take independent action, such as informing authorities, accreditation bodies, or stakeholders. Throughout this process, confidentiality requirements regarding our clients and the BBA will be strictly respected.

When the Technical Committee provides input, it is presented to the Governing Board for consideration. The Governing Board will carefully evaluate the input and determine appropriate actions, ensuring a record is maintained to track how the actions address the Technical Committee's input, even if the decision is not to act on it. This record will be available for review by the appropriate personnel.



Signed:  
For and on behalf of the British Board of Agrément

Date: July 2023

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#### Document Revision History

Sub Section	Sheet No.	Issue No.	Issue Date	Reason for change
ALL	ALL	7	10/07/2023	Redraft of final paragraph to clarify and addition re. SLT leading operational implementation
ALL	ALL	6	01/09/2020	Change from FAIR to Technical Committee as delegated mechanism from Governing Board.
ALL	ALL	5	14/1/2020	Re-issued and re-signed.
ALL	ALL	4	04/04/2019	Update to FAIR Committee; expansion to cover all activities not just Certification
ALL	ALL	3	15/01/2017	Update committee name to Finance, Audit and Impartiality Committee. Change reference to Company Secretary to Senior Management.
ALL	ALL	2	29/06/2015	Policy rewritten to show the Governing Board as governing impartiality within the BBA. Document reference added policy was formerly BBA 004.
ALL	ALL	1	21/01/15	Document first created.