

ANTI-FACILITATION OF TAX EVASION POLICY

Company Name: Evolve Document Solutions Limited

Last Reviewed: 13th October 2025

Next Review Due: 12th October 2026

Policy Owner: Daniel Maddox - Director

1. PURPOSE

Evolve Document Solutions Limited is committed to preventing the facilitation of tax evasion in any form. We uphold the principles of the **Criminal Finances Act 2017** and take a zero-tolerance approach to tax evasion, whether in the UK or abroad.

2. SCOPE

This policy applies to:

- All employees, contractors, and agency staff.
- Any third parties or business partners acting on behalf of the company.

3. OUR COMMITMENTS

We will:

- Not engage in, facilitate, or condone tax evasion.
- Refuse to do business with anyone we know to be involved in tax evasion.
- Take reasonable steps to prevent the facilitation of tax evasion through our business activities.
- Expect our employees and suppliers to comply with all applicable tax laws.

4. RESPONSIBILITIES

- **Directors/Managers:** Ensure staff understand and comply with this policy.
- **All Employees:** Must not engage in or facilitate tax evasion and should report any concerns immediately.

5. REPORTING CONCERNS

Employees should report any suspected tax evasion activity to the Managing Director. Concerns will be taken seriously and investigated promptly.

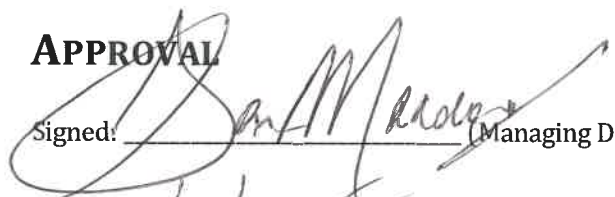
6. BREACH OF POLICY

Any employee found to be in breach of this policy may face disciplinary action, up to and including dismissal. Breaches may also result in criminal prosecution. Suppliers or partners failing to comply may have contracts terminated.

7. REVIEW

This policy will be reviewed annually, or sooner if required by changes in legislation or business practice.

APPROVAL

Signed:  (Managing Director)
Date: 1/11/2025