



For registrations and transfers:
The Beef Shorthorn Cattle Society,
Society Pavilion, Avenue M, Stoneleigh Park,
Kenilworth, Warwickshire, CV8 2RG
tel: +44 (0) 2477 103406
email: registrations@beefshorthorn.org

The Beef Shorthorn Cattle Society (the "Society") -Code of Conduct for Directors

Companion Confidentiality Agreement

The Society's Code of Conduct for Directors (the "**Code**") makes reference to a Director being entitled to request that he or she be accompanied to an interview with, or a meeting of ,any disciplinary panel by a non-legal colleague or friend (a **companion**). The Code notes that any companion will be required to agree to and sign in advance the Society's' **companion confidentiality agreement** setting out the extent of the companion's role and the requirements for confidentiality. This is that agreement.

The companion and the Society hereby agree as follows: -

1. By signing this agreement, the companion confirms that he or she falls within the category of person permitted to be a companion for the purposes of the Code.
2. The Society will make reasonable provision for the attendance of the companion at any interview or meeting.
3. If the companion nominated by the Director is not able to attend a scheduled interview or meeting the Society will postpone that interview or meeting to a time proposed by the Director at which you can attend provided that the alternative time is both reasonable and not more than five working days after the date originally proposed.
4. The companion may address the interview or meeting to put and sum up the position of the Director, respond on behalf of the Director to any views expressed at the meeting and confer with the Director during the interview or meeting. The companion does not, however, have the right to answer questions on the Director's behalf, address the interview or meeting if the Director does not wish it or prevent the Director from explaining his or her position.
5. All persons involved in any complaint, including the companion, must treat as confidential any information communicated to them in connection with any complaint, investigation, or disciplinary matter, including the outcome of that complaint. The Society may determine whether, and to what extent, it ought to publicise the outcome of a complaint having regard (a) to the public or any person(s); and (b) to the reputation of the Society. No person may make electronic recordings of any meetings or hearings conducted under this policy and, while those involved will normally be told the names of any witnesses whose evidence is relevant to any complaint, investigation or disciplinary matter, this will not be the case if the Society believes that a witness's identity should remain confidential.

Signed

Name

Address

Dated:

www.beefshorthorn.org

THE BEEF SHORTHORN CATTLE SOCIETY

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