

CODE OF CONDUCT AND ETHICS POLICY

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1) INTRODUCTION

Trading as "CRI Certification" the company recognizes its responsibilities as a global services provider, and is committed to being a responsible corporate citizen, having regard to the OECD Guidelines for Multinational Enterprises.

CRI Certification believes that it is not only required to abide by the national laws in each country in which it operates, but that it must also conduct its business in accordance with internationally-accepted practices and procedures.

These core principles, which the senior management of CRI Certification is committed to upholding, are enshrined in CRI Certification's values and encapsulated in this Corporate Code of Conduct and Ethics Policy.

CRI Certification believes that these principles extend to all workers producing or providing products or services for CRI Certification, whether or not they are co-workers of CRI Certification. CRI Certification will require its contractors, their sub-contractors and suppliers to observe these standards when providing services to CRI Certification.

2) BUSINESS INTEGRITY

2.1 HONESTY, INTEGRITY AND FAIRNESS

Integrity and honesty in all our business dealings is core to the reputation of CRI Certification and its long-term success. Therefore, appropriate ethical behaviour is the responsibility of all CRI Certification employees and this policy provides clarity on our expectations in this area. It will assist us in continuing to be a great company to work for and maintain our reputation in the national and international market and will help us manage the business to a consistently high standard.

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2.2 COMPLIANCE WITH LAWS & REGULATIONS.

We are committed to ensuring that all our activities are conducted in accordance with all relevant international, national and regional laws and regulations as defined in the procedure for identification of legal & other requirements. It is the responsibility of each branch office to understand its legal responsibilities and set in place actions to ensure compliance with these. It is the responsibility of every individual employee to understand their responsibility in meeting these requirements.

2.3 STAKE HOLDERS & FINANCIAL INVOLVEMENT

CRI Certification is committed to increase the trust of stake holders on the organization in conjunction with fulfilling its responsibilities as a good corporate citizen.

CRI Certification expects the fair, timely and accurate disclosure of information to ensure that its stakeholders are fully informed as to the true financial position and performance of the CRI Certification.

2.4 CONFLICTS OF INTERESTS

Employees must avoid any activities or situations in which personal interests or objectives could conflict with the interest of CRI Certification. In such a case where these situations are unavoidable, the details of the interest should be clearly and openly disclosed to management in a timely manner and prior to entering into any agreements.

2.5 POLITICAL INVOLVEMENT

CRI Certification businesses may represent their views to governments and other third parties on matters that affect their business interests and the interests of their stakeholders, co-workers and others involved in their operations.

CRI Certification businesses do not participate in party politics or make payments to political parties. Under no circumstances will CRI Certification (or any co-worker, officer, director or agent of CRI Certification), in order to assist the company in obtaining or retaining business for or with, or directing business to, any person, make any payment to any foreign political party or official of that party or candidate for public office for the purpose of:

- Influencing any act or decision of that party, official or candidate in its official capacity;
- Inducing that party, official or candidate to do or omit to do an act in violation of its lawful duty;
- securing any improper advantage; or
- Inducing that party, official or candidate to use its influence with a foreign government or instrumentality of that government to affect or influence any act or decision of such government or instrumentality.

2.6 FINANCIAL INDUCEMENTS

The direct or indirect offer, payment, solicitation or acceptance of bribes in any form for the purpose of retaining or obtaining business or to influence a decision made by political or governmental employees, or for any other reason is illegal and unacceptable. Any approach made to a CRI Certification employee for an inappropriate payment should be reported to a line management immediately.

Bribery is unlawful in most countries. There are potential serious consequences, including imprisonment, in the case of payments to public officials or employees of state-owned business. New laws and agreements are in place as part of an international effort to eliminate corruption and bribery from international business and ensure that competition is fair and open. The Commonwealth Criminal Code in Australia and the Foreign Corrupt Practices Act in the United States prohibit offering anything of value to foreign officials for the purpose of improperly influencing a decision. Under the UK Bribery Act, an offence would be committed where a person receives or offers or gives anything of value intending that in consequence a function should be performed improperly. The offence may be committed even if the payment is made to a person who is not a public official and is in the private sector. These pieces of legislation enable each country to prosecute its own citizens and corporations for bribery of public officials abroad. Similar legislation has been introduced by other countries as part of an OECD Anti-Corruption Convention. Failure to account properly for payments can also give rise to penalties.

2.7 GIFTS & ENTERTAINMENT

Employees should not accept gifts or entertainment if this means that the giver will expect preferential treatment from CRI Certification in return. Employees should not offer gifts or entertainment in order to gain preferential treatment or be perceived by others as potentially influencing their decisions. This does not mean that giving or receiving gifts or entertainment is inappropriate in all circumstances. Entertainment can be fundamental in building successful business relationships. Therefore gifts or entertainment should only be given or received where it is customary and proper to do so, provided that no obligations could be, or perceived to be, expected in connection with the gifts or entertainment.

2.8 INAPPROPRIATE PAYMENT & INDUCEMENTS

The direct or indirect offer, payment, solicitation or acceptance of bribes in any form for the purpose of retaining or obtaining business or to influence a decision made by political or governmental employees, or for any other reason is illegal and unacceptable. Any approach made to a CRI Certification employee for an inappropriate payment should be reported to a line management immediately.

2.9 COMPETITION

CRI Certification seeks to compete ethically and employees must abide by competition laws and not take any improper collaborative action with any competitor or its representatives.

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2.10 PRIVACY & INFORMATION

Representatives of the company should always ensure that CRI Certification is recognized throughout business for its fair dealings. All employees must therefore be open and honest in all business practices keeping in mind the privacy and the information sensitivity, never knowingly making commitments on behalf of CRI Certification which cannot be delivered. CRI Certification is open and honest about both our successes and areas for improvement and never seeks to gain unfair advantages for CRI Certification through any inappropriate inducements.

2.11 WHISTLE BLOWING

CRI Certification is committed to ensuring that co-workers of the company can raise concerns regarding illegal conduct or malpractice in good faith without being subjected to victimization, harassment or discriminatory treatment and to having such concerns properly investigated. CRI Certification recognizes that reporting such behaviour in good faith and in accordance with CRI Certification's Whistleblower Procedure is an important aspect of each co-worker's role within the company.

2.12 COMMERCIAL SENSITIVE INFORMATION

Employees should understand and respect the confidentiality of information of all types. Employees must not disclose commercially sensitive information to any persons outside of CRI Certification unless authorized to do so and must not disclose commercially sensitive information to others within CRI Certification except to the extent the employee is legally bound to do so. Information received in the course of business dealing should only be used for business purposes for which it is intended and never for personal gain.

3) LABOUR

3.1 INTERNAL RELATIONSHIP

We are committed to teamwork and providing a positive and satisfying place to work where business and personal goals can be met. To achieve this, all employees should contribute to and therefore be able to enjoy a safe, respectful work environment free from all forms of discrimination and harassment.

3.2 MUTUAL RESPECT

CRI Certification is committed to a working environment where there is mutual trust and respect and where everyone feels responsible for the performance and reputation of the company.

3.3 DISCRIMINATION

CRI Certification recognizes the dignity of each co-worker, and the right to a workplace free of harassment, abuse or corporal punishment. Decisions on hiring, salary, benefits, advancement, termination or retirement are based solely on the co-worker's ability to do the job. There is no discrimination based on race, creed, disability, gender, marital or maternity status, religious or political beliefs, age or sexual orientation.

3.4 FORCED LABOUR

CRI Certification complies with existing employment regulations regarding forced labour.

3.5 CHILD LABOUR

CRI Certification recognizes the rights of every child to be protected from economic exploitation and respects the laws of each country in which it operates in regard to minimum hiring age for co-workers.

3.6 COMPENSATION

CRI Certification complies with minimum wage legislation in the countries where it operates.

3.7 BENEFITS

CRI Certification provides each co-worker with all benefits that are legally required.

3.8 FREEDOM FROM HARASSMENT

CRI Certification has created a work culture that affords its co-workers the opportunity to work without fear of intimidation, reprisal or harassment and CRI Certification will continue to take action to ensure that such a culture is maintained within the company.

4) HEALTH AND SAFETY

We will seek to understand the implications of CRI Certification's activities on the health and the safety of our staff. We will fully comply with all statutory requirements relating to health and safety and where practical we will seek to exceed these. Our intent and requirements for health and safety responsibility are provided in Health and Safety Policy.

5) ENVIRONMENT

CRI Certification is committed to managing its operations in an environmentally responsible manner. Through aspect and impact identification procedures CRI Certification are dedicated to achieving sustainable environmental management across its operations. This commitment permeates all aspects of CRI Certification's business and is supported by extensive environmental support systems.

6) COMMUNITY

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CRI Certification strives to be a trusted corporate citizen and to operate in a manner that encourages lasting, beneficial and interactive relationships with the communities in which it operates.

7) COMPLIANCE

CRI Certification is committed to the principles of maximum transparency that are consistent with normal commercial confidentiality. CRI Certification maintains all documentation needed to demonstrate compliance with this Corporate Code of Conduct and Ethics Policy and required local laws

Internal audits of CRI Certification's compliance with this Corporate Code of Conduct and Ethics Policy undertaken from time to time. Should CRI Certification find that a contractor does not comply with this Corporate Code of Conduct and Ethics Policy, CRI Certification will insist on corrective measures being taken or will terminate its business relationship with that contractor.

7.1 ILLEGAL ACTS

CRI Certification will not condone any illegal or unlawful act committed by any employee in the course of his employment. In such circumstances, CRI Certification will report the occurrence of the illegal or unlawful act that has come to its attention to the relevant authorities. If an employee is suspicious or aware that an illegal or unlawful act has been committed by another CRI Certification employee in the course of his/her employment, this fact should immediately be reported to a line manager or the CRI Managing Director.

7.2 USE OF COMPANY ASSETS BY EMPLOYEES

Employees must be responsible for the protection of all CRI Certification property and for taking reasonable steps to prevent its misuse, negligence or destruction. Company property is only to be used for legitimate CRI Certification business purposes and not for personal financial benefit or gain.

8) REPORTING

Employees who suspect any breaches of this policy or any other violation should discuss this promptly with their manager. In instances where this is not possible or appropriate, employees should raise the matter directly with the CRI Managing Director. Employees will not be blamed for speaking up and proper efforts will be made to protect the confidentiality of employees who raise legitimate concerns. Any attempt to deter employees from raising concerns will be treated as a serious disciplinary offence.

9) APPLICATION OF THE ETHICS POLICY

The application of this policy is core to the management of CRI Certification's reputation and long-term success. All staff will receive a copy of this policy. It is the responsibility of management and directors in each location to identify the risks of application of this policy and develop practices that ensure compliance with it; however appropriate behaviours are the responsibility of all employees.

If any employee is in doubt of the appropriate nature of an activity, they are to discuss the matter with their line manager, or raise it directly with the Managing Director. Any breach of this policy must be reported immediately and where necessary appropriate disciplinary process will be initiated. All breaches will be investigated to identify why the situation arose and to identify actions that help prevent similar situations from arising in the future