

## **Humanise Solutions Ltd Code of Conduct 2023**

### **1. Ethical Behaviour**

At Humanise Solutions Ltd, we are committed to upholding the highest standards of ethical behaviour. We expect all employees, contractors, and stakeholders to act with integrity and honesty in all their dealings.

### **2. Respect and Inclusion**

We value diversity and inclusion. We treat all individuals with respect and dignity, irrespective of their race, ethnicity, gender, sexual orientation, age, religion, disability, or any other characteristic. Discrimination, harassment, or bullying of any form will not be tolerated.

### **3. Confidentiality**

We maintain the confidentiality of sensitive information entrusted to us by clients, partners, and colleagues. We do not disclose or use confidential information for personal gain or in a manner that could harm the interests of others.

### **4. Compliance with Laws and Regulations**

We comply with all applicable laws, regulations, and industry standards. We do not engage in illegal or unethical activities, and we promptly report any concerns about potential violations.

### **5. Conflict of Interest**

We avoid conflicts of interest that could compromise our professional judgment and the interests of the company. If a conflict arises, it must be disclosed and resolved appropriately.

### **6. Transparency**

We are committed to transparency in our business practices. We provide accurate and complete information to clients, partners, and regulators. We do not engage in deceptive or misleading practices.

### **7. Health and Safety**

We prioritize the health and safety of our employees and stakeholders. We provide a safe and healthy work environment and adhere to safety protocols and procedures.

### **8. Environmental Responsibility**

We are environmentally responsible. We seek to minimize our environmental impact, reduce waste, and promote sustainable practices in our operations.

### **9. Fair Competition**

We compete fairly in the marketplace. We do not engage in anticompetitive practices, including price-fixing, bid-rigging, or other unfair tactics.

### **10. Reporting Violations**

We encourage all employees and stakeholders to report any violations of this code of conduct or any concerns about unethical behaviour through our confidential reporting channels.

## **11. Consequences of Violations**

Violations of this code of conduct may result in disciplinary action, up to and including termination of employment or contract. Serious violations may also be reported to the relevant authorities.

## **12. Regular Review**

We will regularly review and update this code of conduct to ensure it remains relevant and effective.

By adhering to this code of conduct, we uphold the values and principles of Humanise Solutions Ltd and contribute to a positive and ethical working environment for all.