



Contract Mining | Mining & Construction Equipment

HUMAN RESOURCES POLICY	
POLICY TITLE – CODE OF CONDUCT	
CUSTODIAN: HUMAN RESOURCES DEPARTMENT	
POLICY VERSION: 001	DATE: MARCH 2021

1.0 Purpose

The policy is to make employees aware on the need to conducting themselves in a way and manner that will protect the image of the company and also to bring to the understanding of employees the minimum standard of conduct expected from all and which will serve as the basis for disciplinary action,

2.0 Policy Statement

Rocksure International Limited (RIL) is committed to creating an enabling environment that is ethical, legal and consistent with its values and mission and does not tolerate any act of financial impropriety, corruption or any illegal acts in any of its activities. Where any misconduct of employees has an effect on the image of the company, perpetrators of such illegal activities will face disciplinary sanctions. RIL employees are therefore expected at all times to conduct themselves in the manner that reflects the company’s values no matter the contrary practices elsewhere.

3.0 Scope

This policy applies to all RIL employees and contractors.

4.0 Standards of Conduct

It is of outmost importance for employees to observe highest ethical conduct including but not limited the following;

- a. Comply with all company rules and procedures.
- b. Commitment to health, safety, environmental and security rules and regulations
- c. Managing assets, funds and other properties of company properly
- d. Treating others with respect, honor and dignity
- e. Exhibiting honesty, truthfulness and trustworthiness in all dealings

In all instances of transgressions, there is a range of disciplinary actions, which may be taken depending on the merits of each and every case. Below are some examples of misconduct, which are a subject of disciplinary action.

- a. Dishonesty or willful damage to the property of the company;
- b. Endangering the safety of others;
- c. Theft;
- d. Gross insubordination;
- e. Assault.

Managers and Supervisor as well as Leaders of various sections to monitor and ensure the adherence of this policy by all employees under them.

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