

**CORRUPTION**



# **ANTI BRIBERY POLICY**



# ANTI BRIBERY & FRAUD PROTECTION POLICY

Document No.:	HSE-ABFP-003
Created by:	N. Ramguthee
Revision No:	01
Revision Date:	26.04.2024

## PURPOSE

This plan sets out the Anti-Bribery & Fraud Protection Policy for KNS FIRE (PTY) LTD.

## OVERVIEW

The Protected Disclosures Act, 26 of 2000, provides protection for employees who make a disclosure that is protected under this Act.

## FACILITATION PAYMENTS

The company does not permit facilitation payments. Any request for a facilitation payment made to an employee or representative should be reported to your manager. In very exceptional circumstances, where a facilitation payment is unavoidable (e.g., due to a threat to personal wellbeing or safety), such payments must immediately be reported to your manager and properly accounted for.

## GIFTS AND HOSPITALITY

Employees must not request, accept, offer, or provide gifts or hospitality designed to induce, support, or reward improper conduct, especially in connection with any business or anticipated future business involving the company. Additionally, employees must not provide gifts, hospitality, or any other advantages to potential customers or government officials at their own expense.

Modest gifts and hospitality are generally acceptable, provided there is no expectation or belief that something will be given in return. If unsure about the appropriateness of a gift or hospitality, employees must seek prior approval from their manager as per the prescribed process. Approval is not required for:

- Branded promotional products of nominal value (e.g., pens, calendars, t-shirts).
- Common courtesies such as drinks, sandwiches, or modest refreshments provided at the company's or third party's premises in connection with a legitimate business meeting.

## THIRD-PARTY LIABILITY

The company could incur criminal liability for the acts of agents, representatives, and other intermediaries involved in bribery while acting on its behalf.



## ANTI BRIBERY & FRAUD PROTECTION POLICY

Document No.:	HSE-ABFP-003
Created by:	N. Ramguthiee
Revision No:	01
Revision Date:	26.04.2024

### PERSONAL DONATIONS

Employees making personal donations from their own money must not do so to influence a third party for the company's benefit or in a way that might imply such influence.

### REPORTING AND TACKLING FRAUD

All employees are required to assist in tackling fraud, corruption, and other malpractices within the organization. Suspicions of bribery should be reported to an appropriate person. If concerns are not addressed, they should be raised directly with Management to ensure swift investigation and protection of the whistleblower's identity. No employee will face prejudice if the company loses business due to their refusal to pay bribes or engage in corrupt activities.

### INVESTIGATION COMPLIANCE

During an investigation, the investigating team may seek assistance from any personnel. All personnel have a duty to comply with such requests.

### CONTACT INFORMATION

For any queries or to report suspicions, please contact your manager or the designated Management team.

This policy reflects KNS FIRE (PTY) LTD's commitment to maintaining high ethical standards and legal compliance in all business activities.

Approved by,

**Kevin Naidoo**  
C.E.O