



The purpose of this policy is to define the ethical principles and policy (the 'ethical stance') of CCS Group Limited and its subsidiaries, Cleshar, ITS and GPX, and to ensure that all employees are familiar with this.

## Definition

It is important to the Group that we treat all customers, suppliers and employees ethically. This means that we have standards and values that are key to the Group and these must be adhered to in all our interactions.

## Our ethical stance

- Being trustworthy: morality; truthfulness
- Being reliable: consistency, stability, dependable
- Being respectful: dignity, polite, understanding, privacy
- Being fair: accepting, equality, best practice
- Being careful: abiding by legislation, caring for others

## Induction process

All employees will be introduced to the ethical stance of the Group during their induction. For existing employees, line managers will be responsible for ensuring this has happened and that employees have understood all aspects of the ethical stance.

## Interactions with customers and suppliers

All interactions with customers and suppliers should follow the ethical stance of the Group. Any deliberate nonadherence with the ethical stance may result in disciplinary action.

## Product development

The development of all products and services within the Group must be carried out within the guidelines set by the ethical stance.

## Communication

All communications from the Group on behalf of the company must adhere to the ethical stance as set out in this policy.

## Disciplinary consequences

Any deliberate failures to comply with, or decisions to deliberately deviate from the ethical principles of the company may trigger disciplinary action.

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