

ETHICS POLICY

IFS is committed to protecting employees, clients, partners, suppliers and the company from illegal or damaging actions by individuals, either knowingly or unknowingly, ensuring such issues are addressed proactively and using the correct judgment.

The purpose for this ethics policy is to establish a culture of openness, trust and integrity in business practices. Maintaining effective ethics is a team effort involving the participation and support of every IFS employee. All employees should familiarize themselves with the ethics guidelines that follow this introduction. IFS will not tolerate any wrongdoing or impropriety at any time.

Executive Commitment to Ethics

- The Executive team within IFS must set a prime example. In any business practice, honesty and integrity must be top priority for executives.
- Executives must have an open-door policy and welcome suggestions and concerns from employees. This will allow employees to feel comfortable discussing any issues and will alert executives to concerns within the work force.
- Executives must disclose any conflict of interests regarding their position within IFS.

Employee Commitment to Ethics

- IFS employees will treat everyone fairly, have mutual respect, promote a team environment and avoid the intent and appearance of unethical or compromising practices.
- Every employee needs to apply effort and intelligence in maintaining ethical values.
- Employees must immediately disclose any conflict of interests, or potential conflict of interest, in regard to their position within IFS.
- Employees will help IFS to increase client and supplier satisfaction by providing quality services and timely responses to inquiries.

Company Awareness

- Promotion of ethical conduct within interpersonal communications of employees will be rewarded.
- IFS will promote a trustworthy and honest atmosphere to reinforce the vision of ethics within the company.

Maintaining Ethical Practices

- IFS will reinforce the importance of the integrity message and the tone will start at the top. Every employee, manager, and director needs to consistently maintain an ethical stance and support ethical behavior.
- Employees at IFS should encourage open dialogue, get honest feedback and treat everyone fairly, with honesty and objectivity.
- IFS Management will ensure the ethical code is delivered to all employees and that concerns regarding the code will be addressed as a matter of urgency.

Unethical Behaviour

- IFS will avoid the intent and appearance of unethical or compromising practice in relationships, actions and communications.
- IFS will not tolerate harassment or discrimination.
- Unauthorized use of company trade secrets & marketing, operational, personnel, financial, source code, & technical information integral to the success of our company will not be tolerated.
- IFS will not permit impropriety at any time and will act ethically and responsibly in accordance with all legislation.
- IFS employees will not use corporate assets or business relationships for personal use or gain.

Enforcement

- Any infractions of this code of ethics will not be tolerated and IFS will act quickly in correcting the issue if the ethical code is broken.
- Any employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment.



Mr Henlo Webber
Chief Executive Officer

Health, Safety & Environmental Management
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