

Speak up!



and call/email our ethics hotline

0800 222 058
ETHICSLINE@KPMG.CO.ZA

We promote a “speak up” culture and have a toll-free ethics helpline that is managed and operated by an independent auditor.

Fraser Alexander is committed to high ethical standards.

We maintain a zero tolerance stance on corruption, fraud, misconduct and dishonesty. This inspires the trust of our stakeholders, which is integral to the long-term success and sustainability of our business. The board assumes responsibility and accountability for good corporate governance and the Fraser Alexander Code of Ethical Conduct applies to all our stakeholder interactions.

WHAT SHOULD YOU REPORT

FRAUD

- Submission of fraudulent overtime
- Expense claims / leave forms
- Misappropriation of company funds

MISCONDUCT

- Misuse of company assets for personal purposes
- Sexual and other harassment
- Intimidation
- Discrimination
- Unlawful and unauthorised use of company resources

UNETHICAL BEHAVIOUR

- The practice of favouritism
- Nepotism
- Breach of company interests
- Conflicts of interests

THEFT

- Theft of company resources and property
- Unauthorised removal of company property

CORRUPTION

- Solicitation of kickbacks
- Unwarranted and unjustifiably excessive pricing of contracts
- Bribery
- Collusion

STEPS TO FOLLOW

01

CALL

Dial the toll-free hotline 0800 222 058

02

REPORT IT

Remember to mention the: who, how, what, where, when and how

03

REFERENCE NUMBER

Keep it confidential as you will need it for follow-up

04

INVESTIGATION

Your reporting is sent for investigation and appropriate actions



CHECKLIST

Before calling the hotline number, ensure you have the following:

- In which division did the incident take place?
- Where specifically did it happen?
- What is the nature of the incident?
- Date and time of the incident?
- How long has this been going on?
- How often does this happen?
- Number of people involved, their names and surnames?
- Does anybody else know about it?
- Do you have any proof?
- Are there any witnesses?



EXCELLENCE



INNOVATION



INTEGRITY



CARE



TEAMWORK

All members of the Fraser Alexander family are expected to uphold our values at all times!