	GrapeHub B.V & Pty Ltd Ethical Responsibility Policy		Doc No	1.1.3
			Rev	7
			Date	20/6/2022
	Approved By:	J Smith	Pages	Page 1 of 3

OVERVIEW

The purpose for this ethics policy is to establish a culture of openness, trust and integrity in business practices. Effective ethical practice is a team effort involving the participation and support of every employee of GrapeHub B.V & Pty (hereinafter referred to as GrapeHub). All employees should familiarize themselves with the ethics guidelines that follow this introduction.

GrapeHub is committed to protecting employees, partners, vendors and the companies from illegal or damaging actions by individuals, whether committed knowingly or unknowingly. When GrapeHub address issues proactively and use correct judgment, it will help set them apart from their competitors.

GrapeHub is further committed to respect and support all internationally recognised human rights standards including the International Bill of Rights and the International Labour Organization's Declaration on the Fundamental principles and rights at work. GrapeHub also expects all employees, partners, vendors, and other companies linked to the operations, products, and services of the company to do the same.

GrapeHub will not tolerate any wrongdoing or impropriety at any time. GrapeHub will take the appropriate measures and act quickly in correcting the issue if the ethical code is broken. Any infractions of this code of ethics will not be tolerated.

PURPOSE

Our purpose for authoring a publication on ethics is to emphasize the employee's and consumer's expectation to be treated to fair business practices. This policy will serve to guide business behaviour to ensure ethical conduct.

This policy will also aim to identify, prevent, and mitigate the violation of basic human rights.

SCOPE


This policy applies to employees, contractors, consultants, temporary employees, and other workers at GrapeHub, including all personnel affiliated with third parties.

POLICY

- Top Management within GrapeHub set a prime example and integrity must be top priority for executives.
- Executives must have an open door policy and welcome suggestions and concerns from employees who should feel comfortable discussing any issues and to alert executives regarding concerns within the workforce.
- Executives must disclose any conflict of interests with regard to their position within GrapeHub.
- Executives and Human Resources must ensure that basic human rights are respected within the workplace.

EMPLOYEE COMMITMENT TO ETHICS

- GrapeHub employees undertake to treat everyone fairly, have mutual respect for other parties, promote a team environment and avoid the intent and appearance of unethical or compromising practices.

	GrapeHub B.V & Pty Ltd Ethical Responsibility Policy		Doc No	1.1.3
			Rev	7
			Date	20/6/2022
	Approved By:	J Smith	Pages	Page 2 of 3

- Every employee needs to apply effort and intelligence in maintaining ethics value.
- Observe fully, applicable governmental laws, rules and regulations.
- Employees must disclose any conflict of interest regarding their position within GrapeHub.
- Employees will help GrapeHub to increase customer and vendor satisfaction by providing quality products and timely response to enquiries.

COMPANY AWARENESS

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

MAINTAINING ETHICAL PRACTICES

- GrapeHub will reinforce the importance of the integrity message and the tone will be set by executives and management. Every employee, manager and director need to consistently maintain an ethical stance and support ethical behaviour.
- Employees at GrapeHub should encourage open dialogue, give and be appreciative of honest feedback and treat everyone fairly, with honesty and objectivity.

GRAPEHUB SUPPLIERS

- GrapeHub ensures that its suppliers comply with the necessary social compliance by including social compliance in the Supplier Agreements and ensuring all the social certificates are in place. Suppliers and pre-suppliers listed as a High-Risk Country according to BSCI, must implement an approved social compliance system.

UNETHICAL BEHAVIOUR

- GrapeHub will avoid the intent and appearance of unethical or compromising practice in relationships, actions and communications.
- GrapeHub 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.
- GrapeHub will not permit impropriety at any time, and we will act ethically and responsibly in accordance with applicable laws.
- Employees of GrapeHub will not use corporate assets or business relationships for personal use or gain.

HUMAN RIGHTS

- GrapeHub commits to ensure that fair labour practices are followed within the company including health and safety and fair work practices.
- GrapeHub will ensure compliance with the policy by doing the necessary due diligence on compliance with International human rights standards.

GrapeHub	GrapeHub B.V & Pty Ltd Ethical Responsibility Policy		Doc No	1.1.3
			Rev	7
			Date	20/6/2022
	Approved By:	J Smith	Pages	Page 3 of 3

ENFORCEMENT

- Any infractions of this code of ethics will not be tolerated and GrapeHub 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, if justified lawfully, termination of employment.

Objective	Target	Measure	Responsible Person	Due Date
1. Every employee, manager and director need to consistently maintain an ethical stance and support ethical behavior	- Employment Manual read and signed by each employee	Implementation of the HR Manual	Adam Jooste & Mia Smith	