

# Printcare PLC

## Anti Bribery and Corruption

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### Definition

**Anti-bribery** involves the practices, policies, and legal frameworks put in place to prevent and address bribery—the act of offering, giving, receiving, or soliciting something of value to influence the actions of someone in a position of authority.

**Anti-corruption** encompasses a broader range of activities aimed at preventing and addressing corruption, which includes bribery as well as other forms of dishonest or unethical behavior by individuals in positions of power. Corruption can involve embezzlement, fraud, nepotism, and other forms of misuse of authority for personal gain.

### Policy

- Our Company's long standing commitment to doing business with integrity means avoiding corruption in any form, including bribery and complying with the anti-corruption laws of every country in which we operate in.
- Ethical Practices are placed as one of the core values of Printcare and has proclaimed a zero tolerance policy towards corruption and bribery in all its transactions.
- This policy applies to individual employees of all categories or any other people or bodies associated with Printcare or any of its subsidiaries and employees.
- Bribery is an inducement or reward offered in order to gain any commercial, contractual, regulatory or personal advantage for Printcare or another party.
- Corruption refers to the abuse of entrusted authority and power. This could be in various forms of unacceptable behavior such as bribery, fraud, theft and falsification of records.
- Printcare takes bribery and corruption very seriously. No bribes of any sort may be paid to or accepted from customers, suppliers, politicians, government advisers or representatives, private person or company. It is not permitted to establish accounts or internal budgets for the purpose of facilitating bribes or influencing transactions (slush funds).
- The prevention, detection and reporting of bribery and corruption is the responsibility of all employees throughout Printcare. The group encourages all employees to disclose any serious malpractice or wrongdoing, within the

department/informal group or organization. The Company will treat all such disclosures in a confidential and sensitive manner. The identity of the individual making the allegation may be kept confidential so long as it does not hinder any investigation. Details of which can be found in the Printcare Whistle blowing Policy.

### **Gifts & Hospitality Policy**

**Any business entertainment or hospitality with Printcare Group is kept reasonable in nature and is provided solely for the purpose of maintaining good business relations. It is not intended to influence, in any way, decisions about how the Company conducts its business. This approach ensures compliance with ethical standards and prevents conflicts of interest.**

**All employees including but not limited to, contractors, officers, directors and consultants should not directly or indirectly, solicit, accept or give money, gifts, hospitality or anything else that could influence or reasonably give the appearance of influencing the relationship with that organization or individual. This policy applies to any such influence received from or extended to clients, vendors, suppliers, potential clients, or any other external party in connection with business dealings.**

**‘Gifts’ include but not limited to, physical items, services, monetary gifts/vouchers, discounts or preferential treatment not available to the general public and ‘Hospitality’ includes meals, entertainment, travel, event tickets etc., may not be accepted or offered to, regardless of their value, which might influence or be seen to influence any situation/s. Employees or any other external party in connection with business engagements are obligated to avoid accepting or offering such ‘Gifts’ and/or ‘Hospitality’ that might influence or appear to influence their impartial decision-making.**

**Official company to company gift exchanges are acceptable and must be transparent and properly recorded.**

**In the event where an employee is in the need of accepting or offering a gift, they may do so after declaring such gift to Managing Director and receiving consent.**

**The policy promotes equal treatment, unbiased professionalism and non-discriminatory actions in all its associated commercial activities/trade relations. Details of which also can be found in the Printcare ‘Anti-Corruption Policy’, ‘Conflict of Interest Policy’ and ‘Ethical Conduct Policy’.**

**This policy respects the governing laws of the land. Any breach of this policy may result in disciplinary action, up to and including termination of employment or the business transaction.**