# STELRAD GROUP PLC

# **Code of Conduct**

March 2022

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# 1. Message from our Chief Executive

As a leading radiator manufacturer and supplier our core purpose is 'helping to heat homes sustainably'. In our work to achieve this we are conscious that how we perform as a business impacts our customers, our workforce and our world and so we have established five values that provide our moral compass, these are the fundamentals of who we are and what we believe is right:

**Respect** – we harness the power of diversity and inclusion in our business, trust those we work with, and value everyone's contribution;

**Integrity** – we operate with honesty, transparency and fairness in all we do;

**Service** – we act with empathy and humility, putting people and businesses we serve at the centre of what we do;

**Excellence** – we champion innovation, and use our energy, expertise and resources to make a positive difference to the environment;

**Stewardship** – we prize sustainability, and are passionate about leaving things better than we found them.

This Code of Conduct underpins our purpose and core values and sets out the standards of behaviour and business conduct expected from all Stelrad Radiator Group (SRG) employees.

I am committed to developing a culture where everyone does the right thing and takes personal responsibility for their actions. Ethical practice and transparency underpin our core values and are to the benefit of all stakeholders connected to our Group. I expect our core values to be integrated into the day-to-day performance of our work.

Regardless of where you are in the world our goal is to deliver best in class service to our customers and to work collaboratively with colleagues, suppliers, shareholders and the communities within which we operate. We aim to deliver exceptional performance by providing a safe, inclusive and great place to work. I am committed to providing supportive structures to achieve this, including provision and encouragement of training and development programmes, to facilitate the achievement our goals.

This Code of Conduct also provides direction on a number of issues you may encounter in your day-to-day activities. It offers guidance on how you should take the right actions to protect our business and the wider interests of our stakeholders, including you and your colleagues. However, It's not possible to provide guidance on every situation you will face and, if you are unsure about the right course of action, I would encourage you to seek advice from your line manager who will escalate the matter, if they are unable to deal with it directly. Finally, please ask your line manager if you are unclear about how to do the right thing and always speak up if you see or suspect wrongdoing.

Trevor Harvey Chief Executive Officer March 2022

#### 2. Overview

# Why do we have this Code of Conduct?

This Code of Conduct sets out the standards of behaviour and business conduct we expect of all SRG employees. We expect these standards, underpinned by the principle of doing the right thing, to be adopted by individuals whenever they are performing their day-to-day duties as employees of, or when they are representing SRG. All employees must take personal responsibility for ensuring that our commitment to sound and ethical business conduct is delivered.

## Who does the Code of Conduct apply to?

This Code of Conduct applies to all employees and temporary workers of all subsidiary companies of SRG, wherever they are in the world. We ask our supply chain partners and others working on our behalf to share our values and follow our principles and practices. The use of 'we' in this document means you and me, in context some of the references are aimed specifically at management, it is hopefully self-evident, if you are in any doubt please do not hesitate to ask.

# What is required of me?

You must read and understand this Code and take personal responsibility for complying with it at all times by doing the right thing when dealing with your colleagues, suppliers, customers and other stakeholders.

We have detailed policies which supplement the principles of this Code and are referred to throughout. You must familiarise yourself with these policies, which are available from your line manager or HR contact.

This Code provides a framework and guidance for ethical conduct but is not designed to cover all situations which you may encounter in your day-to-day activities. If you are faced with a decision about an ethical matter and are unsure what to do, you should ask yourself the following questions:

- What is the right thing to do?
- Is it legal, decent, fair and honest?
- How would it look if the issue was reported in the newspaper?
- Would I feel comfortable explaining this in a court?
- Am I personally comfortable with this?

Often, a common-sense approach, using these principles as guidelines, will be the right approach. However, if you remain concerned, you should seek further advice from your line manager.

You should report any issues or concerns you may have regarding an actual or potential breach of this Code.

# What about different laws and business practices in different countries?

SRG is committed to complying with the laws and business regulations in each of the countries in which we operate and the Code of Conduct applies globally. If any local laws or business practices permit a lower standard of behaviour, then we operate to the standards set out in this Code.

# Where can I get further guidance?

If you require further guidance about what to do in a particular situation or about any issue which may arise, you can seek help from your line manager, your local HR manager or the Group Compliance team (compliance@srgl.com/ telephone: +44 191 261 3306).

What do I do if I am concerned about a breach of the Code of Conduct?

If you believe that you have experienced or witnessed behaviour which does not meet the standards required by the Code, you have a responsibility to do something about it. You may first wish to discuss the matter informally with your line manager. For more serious issues, you should follow our Whistleblowing Policy which provides a mechanism by which employees can report concerns about the application of the Code or about business practices more generally. Reports may be made anonymously if you wish.

If you believe you are being treated unfairly as a consequence of raising a concern, you should report the matter to the Group Compliance team. Any such claims will be investigated thoroughly. Anyone who is found to engage in retaliation or reprisal will be considered to be in breach of this Code.

## What if something goes wrong?

Sometimes things can go wrong, we can all make mistakes. So, if you notice something has gone wrong, what do you do? You must not ignore it. Our policy requires you to report it. Ignoring it does not solve it – it may make things worse.

# What are the consequences of breaching the Code of Conduct?

SRG regards any failure to comply with the Code as a serious issue. Accordingly, breaches of the Code may be dealt with as misconduct and SRG may take disciplinary action, up to and including dismissal.

Related Policy: Whistleblower Policy

# 3. Health & Safety

We are committed to prioritising the health and safety of our people, and of those around us. Our fundamental belief is that everyone has the right to return home safely at the end of each working day. Our manufacturing operations in Mexborough, Nuth and Corlu have achieved ISO45001 and are we are expected to maintain this international safety standard which provides policy and process to be followed by us all.

Each of us is responsible for acting in a way that protects ourselves and others.

- work to continuously improve health and safety practice, believing that nothing we do is so important that we cannot take the time and effort to do it safely
- take steps to understand and comply with applicable health and safety rules and procedures, both for your own safety and the safety of others
- use the correct PPE (Personal Protective Equipment) required for the task being performed
- work in a way that protects the health and safety of those you come into contact with
- remain aware of the risks and hazards in your workplace and seek to reduce the potential for harm
- ensure that you and members of your team have the skills and resources required to perform your roles safely
- commit to promoting and embracing a positive health and safety culture
- report potential hazards and concerns through the appropriate channels and take action to intervene and stop work if you consider you or others may be at risk
- comply at all times with all applicable health and safety requirements
- know what to do if there is an emergency

 report to work in a fit state to carry out our duties, free from the influence of alcohol, illegal drugs or other impairing substances

#### We never

- ignore or circumvent health and safety rules and procedures
- take unnecessary risks or put others in danger as a result of our actions
- carry out tasks we are not fit, trained or qualified to perform
- accept the idea that our work is inherently dangerous and accidents can not be avoided
- condone or walk by unsafe practices

Relevant Policy: Health & Safety Policy

### 4. The environment

We aim to reduce our own environmental impacts and contribute to the resolution of environmental issues. This means that we acknowledge we have a key part to play through minimising the carbon footprint and other environmental impacts of our operations. Additionally, we will work with suppliers and with customers to contribute towards the decarbonisation of our industry. Working together with our suppliers and customers we can ensure the long-term sustainability of our business.

#### We always

- comply with environmental laws, policies and procedures
- assess the environmental impact of what we are doing to enable us to incorporate sustainable environmental solutions where we can
- act to protect local ecology and biodiversity and seek ways to reduce impact on our neighbours
- incorporate energy efficient solutions into our operations
- work to be efficient in the way we use fuels, materials and water
- minimise waste at our sites and commit recycling

# We never

- waste environmental resources
- allow risks or incidents to go unreported

Relevant Policy: Environmental Policy

# 5. Human rights

We firmly believe in treating people fairly and with dignity and respect in compliance with the law. We recognise that the key human rights areas our industry could be affected by are modern slavery and human trafficking among directly hired employees, agency workers, subcontractor operatives and our workers in our supply chain.

We respect all human rights and are committed to taking appropriate and proportionate steps specifically to mitigate the risk of these violations occurring within our business or supply chain.

- prohibit the use of forced labour
- verify that all employees and temporary workers have the right to work in the country applicable when they commence employment

- make all employees aware of their working hours, leave and absence entitlements and other employment benefits
- comply with minimum wage and age requirements
- aim only to engage with suppliers who have procedures in place to minimise the risk of recruiting forced or compulsory labour
- work with subcontractors who share our values
- ensure we understand and comply with all relevant laws, policies and procedures

#### We never

- employ people on forced or compulsory basis or use child labour
- exploit our people or those who work with us

Relevant Policy: Ethical Trading Policy; Modern Slavery Policy

## 6. Workplace behaviours

We are an equal opportunities employer and we enjoy, promote and value a diverse workforce. We operate an inclusive environment where everyone has an equal opportunity to achieve their potential. We do not accept any form of discrimination against colleagues or others who we come into contact with in connection with our work.

No individual or potential candidate receives more or less favourable treatment based on their age, race, colour, religion, beliefs, nationality, national origin, ethnicity, gender, sexual orientation, marital or civil partnerships, disability, pregnancy or maternity or paternity, responsibility for dependents, political or personal convictions, membership of trade unions or any other attribute or quality. We do not tolerate harassment or bullying on any grounds and act respectfully towards all.

# We always

- respect people's differences and treat everyone with dignity and respect
- create an inclusive culture in which everyone feels valued as an individual and is motivated to give their best in their job
- provide equality of opportunity to all current and potential employees across the employment cycle and treat individuals in a fair and consistent manner
- ensure the people we recruit share the same values, behaviours and attitudes as our business
- appoint, promote and reward people based on merit
- support every individual to achieve their potential
- ensure we understand and comply with all relevant laws, policies and procedures

#### We never

- accept or encourage discrimination or treat anyone more or less favourably than another based on the characteristics described above
- make unwelcome advances on other individuals
- victimise individuals or groups
- behave in a way that is, or could be perceived as, unwelcome, malicious, offensive, discriminatory, intimidating or derogatory, or share inappropriate jokes or offensive material.

Relevant Policy: Equality, Diversity and Inclusion Policy; Flexible Working and Family Friendly Policies; Employee Handbooks

# 7. Privacy and personal data

We are committed to being transparent about how we collect and use the personal data of employees and others and to meeting our data protection obligations. We respect the personal privacy of employees in accordance with applicable data protection laws and acknowledge that employees and others have rights regarding the handling of their personal data.

#### We always

- process personal data only in accordance with relevant data protection laws
- ensure that personal data in our possession is treated in a confidential and secure manner and is safeguarded from loss, disclosure or misuse

#### We never

- access personal data for any reason other than a legitimate legal or business reason
- transmit personal data to anyone in the organisation or a third party without proper authorisation and a legitimate legal or business reason for doing so

Related Policy: GDPR (Data Protection) Policy

#### 8. Use of IT systems

We use our IT systems appropriately and responsibly. We will use our IT systems and equipment for their intended purpose of promoting effective communication and working practices within our business. We will safeguard IT assets in our possession from loss, disclosure or misuse.

# We always

- comply with all applicable laws, policies and procedures governing the use of our IT systems
- take appropriate measures to prevent access to our IT systems by complying with our information security requirements
- immediately report any loss of equipment, unauthorised access or other suspicious activity involving our IT systems of which we become aware

# We never

- use our IT systems for any activity which may be illegal, offensive, discriminatory, unethical or immoral
- destroy or cause intentional damage to our IT assets and data stored thereon (except as properly authorised).

Relevant Policy: IT Policy; Employee Handbooks

# 9. Conflicts of Interest

A conflict of interest is a situation where an individual or organisation has competing or multiple interests (be they personal, business or financial) and serving one interest could work against another. If a conflict of interest arises, we notify our manager as soon as we become aware of it.

- make decisions that represent the best interests of the company by avoiding situations where our personal circumstances may conflict with the Group's
- we declare potential conflicts when they arise to our manager

- avoid direct and indirect conflicts between our personal interests and those of the Group, its customers, suppliers and other stakeholders
- avoid situations where our motives could be questioned
- record them on the appropriate conflicts of interest register if required
- disclose to our manager if we know someone who holds influence in an organisation we are working with
- declare any interests we have in other organisations
- gain prior consent from the business to take part in any employment or business venture outside of our employment with the Group
- ensure we understand and comply with all relevant laws, policies and procedures

#### We never

- inappropriately use our position, contacts or knowledge gained in a business context for personal profit or benefit, or to benefit friends, family or associates
- encourage the company to engage an individual or supplier who we know personally, unless it has been approved
- have any direct or indirect personal financial interest in any business with which the Group has dealings, unless that interest is fully disclosed and approved in writing by a member of the Board (Holding five per cent or less in the shares of a company held as investment is an exception.)
- use the resources of the Group for private or non Group purposes without specific permission
- make political contributions, including non-cash contributions such as the use of the Group's facilities, services or employee time

Relevant Policy: Conflicts of Interest Policy

## 10. Outside Interests

We support employees who wish to take up additional voluntary or charitable appointments outside of SRG where such appointments do not conflict with their duties and there is no risk of reputational damage to the Group. We will also endeavour to support employees who wish to take up outside appointments for personal development reasons, where the experience they gain will be beneficial to their role within SRG and where there is no conflict of interest

#### We always

- devote our energies whilst at work to pursuing the interests of SRG
- seek prior approval before undertaking any community or charitable work, which might require the use of company time or equipment
- consider the impact that certain activities outside of the workplace, for example of a political or activist nature, may have on SRG's business and its reputation

#### We never

- engage in any outside occupation or interest that is dependent on the use of company time or equipment without prior approval
- agree to take up an appointment as a director, whether executive or nonexecutive, of a thirdparty company without prior approval from your line manager
- engage in activities outside of work which may reflect adversely on SRG's reputation

Relevant Policy: Conflicts of Interest Policy; Employee Handbooks

# 11. Protecting our reputation

We recognise that SRG's reputation is one of its key assets and we will not take any action or engage in any behaviour, either at work or outside of the workplace, which may cause reputational damage to SRG or any of its employees.

## We always

act in a way which protects and promotes SRG's good reputation at all times

#### We never

- make disparaging or damaging remarks about SRG or any of its employees or stakeholders, whether verbally, in writing, electronically via email or the internet or via social media
- engage in any activities outside of work which may reflect adversely on the reputation of SRG

Related Policy: Employee Handbooks

#### 12. Our customers

Providing our customers with high quality products and outstanding service is key to the success of our business. We believe that we should apply our core values to our relationships externally as well as internally.

#### We always

- earn the trust and confidence of our customers
- do what we say we'll do and endeavour to keep our promises
- communicate honestly and transparently and encourage feedback to enable continuous improvement
- work with professionalism, demonstrate competence and add value where we can
- provide the highest standards of customer service by following our customer satisfaction processes
- seek to develop long-lasting, value adding relationships
- aim to resolve potential issues amicably and as early as possible
- act respectfully and with integrity, never include in an email what we wouldn't want to be heard
- ensure we comply with all relevant laws, policies and procedures

#### We never

- knowingly neglect or breach contractual agreements
- act unprofessionally, dishonestly or unfairly
- ignore or fail to act on customer feedback

# 13. Our Supply Chain

We are committed to working with our supply chain to develop mutually beneficial relationships by promoting our practices and principles, and treating them with fairness, respect, trust and transparency.

- select our suppliers in a fair way, based on skill, competence and best value
- communicate our Ethical Trading Policy
- seek to ensure the relationships we build are effective, optimised and deliver enhanced benefits to all parties

- consider sustainability and Environmental, Social and Governance issues in selection of our supply chain
- communicate openly and transparently
- follow our procedures on bribery and corruption
- avoid conflicts of interest
- resolve disputes at the earliest stage
- strive to meet contractual obligations
- commit to paying our supply chain in line with our mutually agreed contract terms

#### We never

- share confidential information
- hide conflicts of interest
- do anything that would compromise fair competition

Related Policy: Ethical Trading Policy

# 14. Complying with laws and regulations

We are committed to conducting our business in accordance with applicable laws and in a responsible manner. We must comply with all applicable laws and regulations.

## We always

- ensure that we understand the relevant legal requirements which apply to our roles or business, by obtaining appropriate advice if necessary
- apply our standards, even in situations where the applicable or local law is less restrictive than those standards
- seek advice if we become aware of any breaches of laws or regulations by our business or our employees

#### We never

- ignore rules for expediency
- turn a blind eye if you know or suspect others may be breaking the law
- cut corners on cost grounds

# 15. Anti bribery and corruption

SRG is committed to the highest standards of integrity and ethical conduct globally. We define bribery as the act of offering, giving, requesting or receiving money, goods or any form of advantage with a view to the maintenance of behaviour or influencing decisions. This includes excessive gifts and hospitality, given or received (refer to the gifts and hospitality section below), and the offer of employment or engagement on a contract of any other type, and does not need to benefit an individual personally. Facilitation payments are payments or other benefits paid to officials to encourage them to do something which they were already going to do, such as issue a permit or visa sooner than they would have otherwise done, these are also considered bribes and are also prohibited. Corruption is illegal, dishonest or fraudulent conduct by those in positions of power or authority. It can include bribery, blackmail, money laundering, deception, extortion and collusion.

Bribery and corruption are serious criminal offences and anyone offering, giving, requesting or taking bribes, or exhibiting corrupt behaviour, will be subject to disciplinary action which is likely to result in dismissal and potentially prosecution.

To be clear, we have a zero-tolerance approach to bribes, corruption and fraud of all kinds.

#### We always

- use appropriate caution when accepting or offering gifts, entertainment and hospitality and follow the rules with respect to pre-authorisation and declaration
- declare and record in a timely manner gifts and hospitality given or received
- ensure we understand and comply with all relevant laws, policies and procedures

#### We never

- offer or make payments, or other favours, to someone of we suspect that it could influence them to misuse their position
- misuse our positions in connection with payments, or other favours, for ourselves or others
- make political donations
- make charitable donations on behalf of the company without pre-authorisation
- offer of give payments, other favours, to public officials to seek business gain
- allow or give consent to others to do any of the above

Related Policy: Bribery Policy; Expenses Policy; Whistleblower Policy

## 16. Gifts and hospitality

Gifts include any token of appreciation and gratitude, gift vouchers, physical gifts or other items of value received or offered.

Hospitality can include attendance at social events, functions, sports matches, theatres or other occasions such as business lunches or dinners, whether they include a business purpose or not, and again whether received or offered.

Exchanging gifts and hospitality can build goodwill and, in most cases, reasonable and modest gifts or hospitality intended to foster cordial business relationships are acceptable under this code and the law. Caution must be exercised and pre-authorisation sought, anything seen as lavish or excessive, or anything that could lead to questioning the motive of the action, should not be accepted or offered.

#### We always

- take care to ensure gifts and hospitality, both given and received, are reasonable and within Group guidelines
- accurately record and disclose the exchange of gifts and hospitality, following the pre-approvals process
- ensure that corporate hospitality always includes representatives of the company to which we are giving or from which we are receiving the hospitality
- ensure we understand and comply with all relevant laws, policies and procedures

## We never

 accept or offer gifts or hospitality if they could be seen to influence decisions or create preferential treatment or a sense of obligation

- accept gifts or hospitality that prejudice, or could be seen to prejudice, our integrity or impartiality
- give or receive cash or a cash equivalent to or from a third party
- encourage or allow third party contributions to company or internal social events

Related Policy: Bribery Policy; Expenses Policy; Whistleblower Policy

#### 17. Fraud

Fraud is a type of criminal activity in which someone uses deception or dishonesty for their own gain or to cause a loss to another party. It can include deception by false representation, false accounting, forgery, failing to disclose information and abuse of position. Making false claims also qualifies as fraud, this can include inflating claims as well as claiming for things we are not entitled to claim. We operate with integrity and none of our working relationships with customers, suppliers or partners should be tainted with fraudulent or dishonest conduct

# **Identifying fraud**

Sometimes the way other people behave can cause us to be concerned about fraudulent conduct. Below are some warning signs that may indicate potential fraudulent activity:

- significant and unexplained changes in behaviour
- transactions that take place at an unexpected time, are unusual in frequency or amount, or involve unexpected recipients
- internal controls not being properly enforced or being overridden
- discrepancies in accounting records, purchase orders or invoices, or unexplained items appearing in reconciliations
- missing documents, or only photocopied documents are available when an original is required
- inconsistent, vague or implausible responses to enquiries
- discrepancies between paperwork and verbal explanations
- missing inventories of physical assets
- excessive voids or credits
- alterations or other unusual inaccuracies in documents
- a person appears to exercise excessive control of a process from start to finish, with no segregation of duties
- a person is resistant to others taking over, seeing their work, or avoids taking time off.

#### We always

- work in an open, honest and ethical manner
- keep accurate and complete records and accounts in relation to work and expenses
- diligently check invoices, contracts and other official documents
- ensure we understand and comply with all relevant laws, policies and procedures

#### We never

- alter figures, letterheads, dates or information on documents in a way that could mislead
- mislead people we do business with or cause them to be misled by our actions or omissions
- proceed with transactions where we have concerns or suspicions about criminal activity
- record costs against different codes or projects in order to conceal or suppress actual costs

Related Policy: Employee Handbooks

## 18. Anti-competitive behavior

We will comply with competition laws. We will compete fairly, we will not resort to anti-competitive behaviour and we will not tolerate such behaviour from employees or anyone else acting on our behalf. This means that we do not partake in bid-rigging, price-fixing, market sharing, cover pricing or solicit information in competitor bids and we do not condone redlisting.

Anti-competitive behaviour is likely to be a criminal offence, which could result in fines and imprisonment.

#### We always

- bid contracts and tenders independently from and without any agreement with our competitors
- inform others that confidential commercial matters that could affect competition cannot be discussed in our presence at trade meetings. If such discussions continue, we leave and request our departure is minuted
- treat competitively sensitive data such as current or future pricing arrangements and intentions as confidential
- require all employees who have joined SRG from a competitor to respect the confidential information of their previous employer

#### We never

- obtain or use information on competitors, customers or suppliers which has been obtained by illegal or disreputable means
- discuss pricing, discounts, rebates, market share, investments or terms and conditions relating to delivery terms or warranties with a competitor
- enter into discussions with competitors about sharing or restricting access to markets or customers

# 19. Confidential information

We are committed to protecting SRG's confidential information and we take all necessary steps to protect it.

# We always

- keep confidential information protected and secure at all times
- respect any conditions imposed by third parties on the use of their confidential information
- ensure confidential information is only shared on a "need to know" basis and, in the case of a third party's confidential information, with their consent
- promptly report any unintended disclosure of confidential information

### We never

- disclose confidential information to any third party without entering into an effective confidentiality agreement
- use confidential information for our personal gain or benefit or for any illegal purpose

Related Policy: Employee Handbooks; Contracts of Employment

# 20. Financial management and reporting

We will maintain proper and accurate business and financial records. We will ensure that our financial transactions are recorded in a timely manner and that our assets and liabilities are properly reflected in our financial records, in accordance with relevant accounting standards applicable to and adopted by SRG. We are committed to the prevention and detection of fraud and will report fraudulent activity, which may be a criminal offence, to the relevant authorities. We will not support activities designed to evade taxes.

#### We always

- comply with statutory and Group management accounting standards
- demonstrate transparency with regards to all financial transactions
- utilise appropriate internal controls to enable the accurate reporting of the Group's results

#### We never

- deliberately make a false or inaccurate entry in any company records or books of account
- artificially manipulate the financial results of a period to show a position which is better than actual
- facilitate or assist in tax evasion by a third party

## 21. Share dealing and inside information

SRG will control the use of inside information relating to SRG and will implement controls to prevent dealing in SRG shares whilst inside information exists. SRG's shares are listed on the London Stock Exchange. We will follow the market's rules in relation to any inside information relating to SRG. Employees must not profit from the possession of any inside information and must not deal in SRG's shares when they are in possession of any inside information.

# We always

- comply with the internal procedures established to ensure that information which may constitute inside information is identified and reported promptly
- obtain any required internal approvals before dealing in SRG shares

#### We never

- whilst in possession of inside information about SRG, buy or sell SRG shares or disclose the inside information to third parties who may wish to deal in SRG shares
- whilst in possession of inside information about third parties, use that information to deal in the shares of those companies
- knowingly or recklessly make a misleading statement or forecast or create a false market in SRG shares.

Related Policy: Group-wide dealing policy; Share dealing code; Dealing procedures manual; Insider dealing & market abuse policy; Policy on preparation and maintenance of insider lists

## 22. Community investment

We acknowledge our commitment to ensure the responsible operation of our business, having regard to the wider community. We recognise that each SRG business has an important role to play in its local community and we therefore encourage community interaction for the benefit of SRG and its stakeholders. We support charitable organisations which are directly linked to benefit people in our local areas and communities.

# We always

- only make charitable donations in full compliance with all applicable laws and regulations and our Bribery Policy
- ensure all charitable donations are properly recorded
- encourage and support employees who wish to undertake voluntary work in their community

#### We never

make any charitable donations to any expressly prohibited organisations

Related Policy: Bribery Policy

# 23. Speak up

If you believe that you lack the appropriate training in any aspect related to this code of conduct then speak to your line manager or HR contact.

If you are concerned about wrongdoing in contravention of any aspect of this code of conduct please speak up. You can contact your line manager or HR contact, if you would prefer you can contact the Group Compliance team at:

Email: <a href="mailto:compliance@srgl.com">compliance@srgl.com</a>
Telephone: +44 191 261 3306

Related Policy: Whistleblower Policy