



CODE OF CONDUCT

Purpose

The purpose of the code of ethics and conduct (Code) of Myvar Holdings (PTY) Ltd is to provide guidance to the members of Myvar Holdings. Secondly, to set the standard of ethical behaviour and conduct expected of them in their dealings with each other, members of staff, stakeholders, organizations and members of the public with whom they interact.

This Code must be read with the relevant provisions of the Protection of Personal Information Act 4 of 2013 (POPIA) and the Promotion of Access to Information Act 2 of 2000 (PAIA), other applicable laws, regulations, rules and policies, which bind the Members.

CONFIDENTIALITY

Members must maintain confidentiality and must not disclose information that has been classified as confidential. Every attempt should be made to avoid leaks of confidential information.

Members should not use the information of Myvar Holdings for personal benefit or to benefit any other business or entity which they are affiliated with.

CONFLICT OF INTEREST

Members should abide with the prescripts of conflict of interest as provided for in section 45 of POPIA.

USE OF ASSETS

Members must protect assets assigned to them and protect them from loss, theft and misuse,

Members should not use assets for personal gain or for the benefit of immediate family members and others outside the normal course of work.

All assets should be used primarily for the legitimate work of Myvar Holdings.

Members should not use assets to support personal business or political activities.

ACTIVE PARTICIPATION

Members must exercise their duties diligently, with integrity, collegiality and care and with due regard

to the provisions of POPIA, PAIA and other relevant laws, regulations, rules and policies. In this regard, Members must:

1. Attend meetings and Committee meetings;
2. Support and implement a decision once taken, even when a Member did not support it;
3. Put the interest of Myvar Holdings above personal interest;
4. Be respectful and courteous to each other, to staff, stakeholders and members of the public;
5. Represent Myvar Holdings in a positive and supportive manner at all times and places; and Observe at all times established roles and responsibilities and lines of communication between Members and the CEO and staff.

APPROVAL

This Code of Ethics and Conduct was adopted by the Members of Myvar Holdings on 1 of May 2021.