

# CSIR

## ETHICS STATEMENT



**CSIR**  
Touching lives through innovation

# 1. INTRODUCTION FROM THE CSIR BOARD CHAIRPERSON

The CSIR Ethics Statement and Code of Conduct is based on our statutory mandate and built on an implicit set of values that inspire our employees and contracted stakeholders to maintain the highest ethical standards in all their dealings with our clients and stakeholders, as well as their relationships within us. It sets out a common framework around how we are expected to behave and do the right thing.

Knowing, understanding, and living the CSIR Ethics Statement and Code of Conduct is a fundamental part of who we are as CSIR professionals and what we stand for. Whether we are working with our colleagues or others, we depend on one another to be mindful of our ethical responsibilities.

The CSIR Ethics Statement and Code of Conduct is one of many tools available to our employees and stakeholders to assist in guiding our behaviour and understanding of the ethical standard expected from us. It does not address every possible situation we might encounter, but rather seeks to embed our values into our day-to-day behaviours and ethical decision making.

If we come across a situation that is inconsistent with our CSIR Ethics Statement and Code of Conduct, we speak up. We value the courage it takes to raise concerns and we do not tolerate retaliation. When in doubt or facing a dilemma, we ask for help, as all our employees have

to be committed to maintaining the highest level of ethical conduct in their actions and relationships, as well as preserving and strengthening our organisation for those who will follow us.

The CSIR Ethics Statement and Code of Conduct has the full support of the CSIR Board and the Executive Committee. It reflects our personal integrity, honesty, respect for human dignity, equal opportunity and the rights of others. It also reflects our commitment to what is right, fair, reasonable, legal and just and is aligned with the guidelines contained in the KING IV as well as the aims, objectives and provisions of the Public Finance Management Act, 1999 (PFMA) (Act 1 of 1999).

We believe that it is the only way to conduct our business.

**Prof. Thokozani Majazi**  
**CSIR Board Chairperson**

# THE ETHICS STATEMENT

The purpose of the CSIR Ethics Statement is to state the values to which we, as the CSIR, are committed and establish agreement about our ethical principles and standards of acceptable behaviour.

Our objects as the CSIR are, through directed and particularly multidisciplinary research and technological innovation, to foster, in the national interest and in fields which, in its opinion, should receive preference, industrial and scientific development, either by itself or in cooperation with principals from the private or public sectors, and thereby contribute to the improvement of the quality of life of the people of the Republic, and perform any other functions that may be assigned to us by or under section 3 of this Act. ~ Stipulated in Act 46 of 1988, as amended from time to time.

We have set ourselves a vision of being accelerators of socioeconomic prosperity in South Africa through leading innovation. The vision is pursued through our mission to collaboratively innovate and localise technologies, while providing knowledge solutions for the inclusive and sustainable advancement of industry and society.

Our beliefs, principles and the impact we wish to make to improve the quality of life of South Africans are **EPIC**. Team CSIR pursues **EXCELLENCE**, celebrates **PEOPLE**, personifies **INTEGRITY** and welcomes **COLLABORATION**.

We are committed to conducting our business in an ethical and fair manner to the promotion of a corporate culture that is non-sectarian and apolitical, and which is socially and environmentally responsible.



In pursuing our **EPIC** values, we require you as our employees, officers, contractors, suppliers and directors alike to adhere to and be bound by the CSIR Ethics Statement and Code of Conduct and uphold the following standards:

- Always behaving in a way that is beyond reproach when representing us and taking responsibility for these actions;
- Acting with integrity in all dealings with fellow officers, directors or employees, advisors, suppliers, customers, shareholders and other stakeholders;
- Obeying all applicable laws, and the rules and regulations of all applicable governmental agencies;
- Complying with all our approval frameworks, policies, procedures and guidelines as amended from time to time;
- Recognising conflicts of interest when they arise and dealing with them in the manner required in the CSIR Ethics Statement and Code of Conduct;
- Refraining from using our information for any purpose other than that for which it was intended, and maintaining the confidentiality thereof even after your tenure at the CSIR has ended; and
- Refraining from engaging in practices or pursuing private interests that could conflict with ours or result in us suffering losses or damage as a result, other than on the basis permitted in the CSIR Ethics Statement and Code of Conduct and supporting guidelines and policies.

As our employees, directors and officers, you accept that you individual judgement is required in the application of these principles. You also accept that any breach of the CSIR Ethics Statement and Code of Conduct exposes you to the possibility of disciplinary action, which could result in the termination of employment or office on the basis set out in the CSIR's disciplinary codes and procedures available on our website or upon request.



In addition, certain transgressions may also be criminal in nature and could expose the perpetrator to criminal prosecution, which we will not hesitate to set in motion. We are committed to the timely disclosure of full, fair, accurate and understandable information to the shareholder, government and public.

Any person who may be concerned that any disclosure has not been complete or correct is required to ensure that his or her concern is brought to the attention of an appropriate member of the CSIR Executive Committee.

At the CSIR, we are committed to the highest standards of corporate governance, ethical conduct and regulatory compliance. Strong and effective governance is fundamental to the sustainability of our business and the creation of enduring values for all our stakeholders.

We are committed to ensuring that our structures, processes and policies align with applicable laws, international standards and best practices as these evolve and develop globally. We have also embraced the outcomes-based philosophy of the King IV and these have been embedded in our Annual Reports and Annual Financial Statements.

As evidence of our commitment to this CSIR Ethics Statement and Code of Conduct, have established an anonymous Fraud and Ethics Hotline, which is available to all our stakeholders.

There are multiple ways to file a report:

- Telephonically by dialling the toll-free number **(0800 222 584)**, from any Telkom landline (including public phones) within the borders of South Africa. **Calls made from cellular telephones are charged at standard service provider rates.**
- **E-mail:** [csir@tip-offs.com](mailto:csir@tip-offs.com).
- Via **web** by logging your report on [www.tip-offs.com](http://www.tip-offs.com).
- By mail by sending a **letter** via:



**Fax:** 0800 00 77 88

**Post:**

Deloitte Whistle Blowing Services  
KZN 138  
Umhlanga Rocks  
4320

The Code of Conduct in support of the Ethics Statement underpins our ability to behave in a manner that is consistent with our values. The Code of Conduct is not meant to provide specific guidance on every situation that we face. Instead, it is principle-based guidance that helps us to carefully consider difficult questions, and it promotes consultation and encourages us to speak up if we have concerns.

In the Code of Conduct, there are details on RIGOUR (Recognise, Investigate, Gather, Options, Understanding, Report), which is our framework that helps us to decide the right thing to do with the necessary due diligence.



