



## **Ethics Policy Statement**

RMSI is committed to upholding the highest standards of ethical conduct, rooted in transparency, accountability, and integrity. We expect all stakeholders—including employees, suppliers, contractors, and partners across our supply chain—to operate in alignment with these principles. Our business practices emphasize ethical compliance, legal adherence, and responsible decision-making at every level, as per the following tenets:

### **1. Business Integrity**

RMSI adheres to the highest standards of integrity, ensuring that transparency, fairness, and ethical conduct are consistently upheld in all its business interactions. RMSI follows a zero-tolerance approach towards any form of unethical behavior, including, but not limited to, bribery, corruption, extortion, and embezzlement. The organization prohibits the giving and acceptance of gifts. Gifts include items such as cash, or cash equivalents including entertainment, gift cards, product discounts, and non-business activities. Any violations of this aspect will be investigated as per RMSI's disciplinary process.

### **2. No Improper Advantage**

RMSI does not engage in corruption, extortion, embezzlement, or bribery to obtain an unfair or improper advantage. RMSI abides by all applicable anti-corruption laws and regulations of the countries in which it operates, including the Foreign Corrupt Practices Act (FCPA) and applicable international anti-corruption conventions.

### **3. Disclosure of Information**

RMSI accurately records information regarding its business activities, labour, health and safety, and environmental practices and discloses such information without falsification or misrepresentation to all appropriate parties and as required by law.

### **4. Financial Responsibility and Accurate Records:**

RMSI ensures financial integrity through accurate and transparent recordkeeping, timely disclosures, and compliance with applicable financial regulations. Our processes undergo regular reviews and audits by reputed agencies to uphold compliance. We foster a culture rooted in honesty, accountability, and ethical financial conduct.

### **5. Protection of Intellectual Property**

RMSI respects intellectual property rights and safeguards customer information. RMSI manages transfer of technology and know-how in a manner that protects intellectual property rights.

### **6. Community Engagement**

RMSI aims to help foster social and economic development and contribute to the sustainability of the communities in which it operates.

### **7. Fair Business and Advertising:**

RMSI upholds the highest standards of fair business conduct and honest advertising. We are committed to transparent communication and responsible representation of our services.



## **8. Fair Competition and Anti-Trust:**

RMSI promotes open and lawful competition, discourages anti-competitive behavior, and expects similar conduct from its partners and suppliers. Our practices are designed to foster a level playing field that supports innovation, fairness, and sustainable growth.

## **9. Counterfeit Parts Compliance:**

RMSI is committed to ensuring that all materials and products used towards business or staff welfare activities are sourced only from authorized suppliers. Any suspicion of counterfeit parts must be reported immediately for investigation and corrective action. Non-compliance with this policy will be thoroughly investigated and may result in disciplinary action for those involved.

## **10. Compliance with Export Controls and Sanctions:**

RMSI strictly adheres to all applicable export control laws and economic sanctions. Employees must comply with trade regulations, licensing requirements, and restrictions on transactions involving embargoed countries, restricted entities, or sanctioned individuals. Proper due diligence must be conducted to prevent unauthorized transfers of goods, services, or technology. Employees should consult the Legal or Compliance team if they require clarification on any aspect of these regulations. Non-compliance with this policy will be thoroughly investigated and may result in disciplinary action for those involved.

## **11. Anti-Corruption and Anti-Money Laundering:**

RMSI has zero tolerance for corruption and bribery in any form and is fully compliant with all applicable anti-corruption and anti-bribery laws. RMSI prevents the misuse of its operations for money laundering or illicit financial activities by maintaining strict adherence to anti-money laundering laws and regulations. We implement robust internal controls and due diligence measures to detect, deter and report any suspicious transactions. All employees, suppliers, and partners are expected to act with integrity and ensure that financial transactions with RMSI are legitimate and transparent across the value chain.

## **12. Data Protection and Data Security:**

RMSI is committed to safeguarding the confidentiality, integrity, and availability of data. We ensure compliance with applicable data protection laws and implement robust cybersecurity measures to protect personal, client, and business information. Our systems and processes are regularly upgraded to prevent unauthorized access, data breaches, or misuse of information. All stakeholders are expected to handle data responsibly and uphold our standards for secure information management.

## **13. Whistleblowing and Protection Against Retaliation:**

RMSI is committed to maintaining a culture of transparency and integrity. We have a dedicated Whistleblower Policy that provides secure and confidential channels for employees and stakeholders to report unethical, illegal, or suspicious activities. All reports are handled with discretion and investigated thoroughly. We strictly prohibit any form of retaliation against individuals who report concerns in good faith.

## **14. Conflicts of Interest:**

RMSI supports employees in pursuing personal interests, but they must avoid any external activities or relationships that could conflict with their loyalty, judgment, objectivity, or time committed to RMSI. While we trust the integrity of our employees, we recognize that conflicts may arise unintentionally. Employees should take care not to place themselves in situations where personal or family interests could potentially conflict with RMSI's interests. Any actual, potential, or perceived conflicts must be promptly disclosed and addressed with transparency.



## 15. Privacy

RMSI is dedicated to safeguarding the privacy and confidentiality of personal information belonging to all individuals that it engages with in business, including suppliers, customers, and employees. RMSI ensures that any personal data is handled with the utmost care, in line with reasonable expectations of privacy, in complete compliance with all applicable privacy laws, information security regulations, and legal requirements when collecting, storing, processing, transmitting, or sharing personal information.

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