

Inspiredex/ Verification Management System/Management Process/Impartiality Policy			
Document Number	ID_MPPOL_001	Prepared by	Virginia Lechelele
Version Number	002	Verified by	Thabo Mofokeng
Date	01 October 2024	Authorised by	Nkosinaye Ramba

# IMPARTIALITY POLICY

## 1. Policy Statement

1.1. We shall ensure that our directors, shareholders, management and internal personnel understand and, by way of legally enforceable agreements which binds them to our Code of Conduct, are committed to:

1.1.1 the principles and mechanism designed to implement and verify all seven elements of Broad-Based Black Economic Empowerment, with particular emphasis on:

1.1.1.1 objectivity

1.1.1.2 independence

1.1.1.3 the disclosure of conflicts of interest and any other commercial, financial or other pressures which might pose a threat to their impartiality

1.1.1.4 lack of bias and prejudice and the maintenance of neutrality;

1.1.2 conducting BEE verification exercises fairly and openly, with detachment and balance, in line with recommended best practices set by the industry

1.2 The composition, terms of reference, duties, authorities and responsibilities of our analysts and verification managers shall be formally documented and shall be authorized by the Managing Director.

1.3 All personnel shall have access to the information necessary for them to perform their duties and functions. Access to information will be regulated by the Managing Director to ensure the confidentiality of clients and the impartiality of our personnel.

1.4 Our personnel shall be recruited in order to represent a balance of interests so that no single interests predominates.

1.5 We undertake not to allow any consultancy body from stating or implying that the ratings service provided by Inspiredex are simpler, faster or less expensive than any of its competitors nor will we state or imply that, if a particular consultancy is used, a BEE verification would be simpler, faster or less expensive.

- 1.6 Inspiredex shall not provide any BEE consultancy services to any of its measured entities. However, if Inspiredex decide to offer BEE consultancy service to a client, we will wait for a period of Four years to lapse before we perform any BEE Verification activities to the same entity. Management staff who provided consultancy services to a measured entity within the last four years are also barred from performing verifications for entities consulted. The scope of the activities of Inspiredex is limited to the provision of BEE Verification Services and Training.
- 1.7 Before allocation of resources to any assignment, staff will be required to make declaration of any prior association with the measured entity. This will be done verbally, however any prior association will be documented to determine suitability of a staff member in the assignment.
- 1.8 PUBLIC STATEMENT  
Inspiredex is one of many BEE Verification Agencies offering BEE verification services and does not necessarily provide the most simple, fastest or cheapest service. We detach ourselves and do not support any claim made by any person or body that we are the most simple, fastest or cheapest service

## CONFIDENTIALITY

During the provision of the verification service by Inspiredex to the Measured Entity, Inspiredex may acquire knowledge of certain information, documents, material, knowledge, know-how, trade secrets and proprietary interests concerning of the Measured Entity, including but not limited to its business and strategic plans, adherence to BEE, financial information, technology, computer systems, licensing arrangements and other technical information concerning its customers, financiers and suppliers, its methods of carrying on business and other confidential information which is not in the public domain and not readily available to a competitor of the Measured Entity (hereinafter collectively referred to as “the confidential information”).

2.1 Inspiredex undertakes to and in favor of the Measured Entity that:

2.1.1 it shall maintain and uphold the confidentiality and good faith in relation to the confidential information;

2.1.2 it shall not divulge, publish or disclose to any person, firm, company, corporation, trust or other entity whatsoever (“third party”) any of the confidential information.

2.1.3 it shall not at any time use any of the confidential information or any part or extract thereof for its own benefit or for the benefit of any third party; and

2.1.4 it shall, upon the request of the Measured Entity at any reasonable time and as soon as practicably possible, return and surrender to the Measured Entity all the confidential information in its possession or under its control and all documents and other material containing confidential information together with all copies thereof.

2.2 The undertakings given by Inspiredex herein shall not preclude it from disclosing confidential information:

2.2.1 to the extent that it may be obliged to do so in law;

3 2.2.2 to the Department of Trade and Industry, the National Database operator, the South African National Accreditation System (SANAS), the Association of BEE Verification Agencies (ABP) and Inspiredex's own directory of rated entities for publication by these entities, where such confidential information is limited to the information contained on the BEE Certificate that is issued to the measured enterprise;

2.2.3 in accordance with the disclosure requirements of any recognized stock exchange;

2.2.4 insofar as such a disclosure is necessary for the purpose of the provision of the verification, to its officers, employees and professional advisers.

2.3 The undertakings given by Inspiredex shall not apply to any part of the confidential information which is public knowledge at the time of its disclosure or thereafter becomes part of the public domain, otherwise as a result of a breach by Inspiredex of any of its undertakings or obligations hereunder or by its employees, officers or professional advisers.

## 2. Reference

R47-03 Clause 5.4 and 13.6

Procedure –ID\_MPPRO\_001



**MANAGING DIRECTOR**