



**Ghana Bauxite Company Limited**

A member of the IOP Group

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**Takoradi**

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**CONFLICT OF INTEREST POLICY**

It is the Company's policy that all employees must avoid any conflict between their personal interests and those of the Company (including all of its affiliates and divisions). Conflicts of interest arise when an employee's objectivity in reaching or influencing decisions for the Company is, or may be, affected by factors other than the Company's best interests. No employee may, directly or indirectly, use his decision-making authority or position to obtain a personal benefit from any sale, purchase or other activity of the Company. Among the most common situations that create such conflicts of interest are accepting gifts or gratuities from customers or suppliers, employment by another company while continuing to be an employee of the Company, ownership of a part of another company or business that has interests adverse to the Company's or an interest in the Company, close or family relationships with suppliers or competitors, and improper communications with competitors or with suppliers regarding bids for contracts. These types of situations must be reported to senior management before being entered into.

- ❖ When acting on behalf of the Company, it is the responsibility of each employee to conduct himself in the best interests of the Company. Each employee owes a duty to advance the Company's legitimate business interests when the opportunity to do so arises. He/She is prohibited from taking for himself or herself (or directing to a third party) a business opportunity that is discovered through the use of corporate property, information or position, unless the Company has been already offered and declined the opportunity.
- ❖ Transactions or deals involving the Company and a member of an employee's immediate family (e.g., spouse, child, sibling, parent or in-law) or an individual who has a close personal relationship with such employee must be brought to the attention of the employee's superiors to determine if the transaction poses a perceived, potential or actual conflict of interest.
- ❖ It is against Company policy for an employee or any member of his immediate family to accept or actively solicit from any customer, creditor, supplier or other third party any compensation, commissions, share in profits or other payments or any entertainment, services, travel or personal gifts, except for those items openly and lawfully given as part of customary business practices which are either of nominal value from any individual or organization (other than the Company or its affiliates) as a result of the employee's position or work in the Company.



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- ❖ The Company's conflict of interest policy will not be violated by, and employees need not report, the ownership of publicly-traded securities; provided, that the employee and members of his immediate family do not own in the aggregate more than 5% of the outstanding equity securities of, and do not otherwise control, the public company involved.
  
- ❖ Employees shall report any violation of this policy known to them or which comes to their attention. Any questions concerning the propriety of any activity or transaction under this policy or concerning the applicability of this policy to any particular facts and circumstances should be communicated to his supervisor, or the Company's Human Resources Management.

**April 2022**

**Frederick SARKODIE PEPRAH  
(General Manager)**