



SASOL

# CODE OF CONDUCT



[www.sasol.com](http://www.sasol.com)

## MESSAGE FROM THE JOINT PRESIDENTS AND CEOs



### TOWARDS OUR ASPIRATIONAL CULTURE

At Sasol, we are connected by behaviours that help us establish and maintain trusted business relationships, whether we are out on a project; construction site; managing a retail forecourt; working in a distribution warehouse; providing operational support within a chemicals facility or refinery; or based in one of our global corporate offices.

The word “behaviour” is key: we have deliberately shifted away from a code of ethics to a code of conduct, because conduct is about **how we act** in a variety of situations and is integral to Sasol’s values and our aspirational culture.

Through our actions, we uphold Sasol’s reputation and ensure its long-term success. It’s what we do when we interact with and represent Sasol to our colleagues, customers, shareholders, suppliers, partners, regulators, governments and communities. We help shape their impression of us as individuals and create a positive perception of our company.

Before we ask, “how should we behave?” we should ask “what do we value?”, because our actions are always consequences of what’s most important to us.

For example:

- **If we value our safety, health and the environment**, we’ll take care of ourselves and each other at work, and behave in a way that respects our natural resources.
- **If we value our people**, we’ll support their growth and development, show them respect and promote our collective diversity.
- **If we act with respect and integrity and ensure legal compliance**, we’ll have the courage to walk the talk and speak up when we see an injustice.
- **If we value ownership, accountability and delivering what we promise**, we’ll take responsibility for our own performance and the performance of our teams.

Our seven shared values underpin our code of conduct and define our organisation. When we act according to these values, we ensure the sustainability of a business we can all be proud of – one that’s successful, ethical, contributes to our economy and society, and where integrity and respect are non-negotiable.

Let’s all drive towards our aspired culture together – the right way.

Best regards




**Bongani Nqwababa | Stephen Cornell**  
Joint Presidents and Chief Executive Officers

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## ABOUT THE CODE

### WHY IS THE CODE IMPORTANT?

It is a public statement that Sasol is committed to good corporate governance, applying consistent and high standards.

It is applicable to all employees, officers and members of the Board.

It is underpinned by Sasol policies and does not supersede Sasol policies, procedures and practices.

We encourage employees to read and uphold all applicable policies.

#### It supports sustainable performance

Sasol chooses to be an ethical business, which drives sustainable performance. Ethical companies regularly outperform their competitors in the long term. We will never sacrifice our ethical reputation.

#### It creates loyalty and trust with our stakeholders

Having a good reputation with our customers, suppliers, partners, regulators, governments and communities ensures our long-term success. Customers support the companies they trust. Communities are more open to companies with a good track record and investors are more confident in organisations who deliver on their promises.

#### It guides our work and relationships

Our Code is the foundation of our behaviour internally and externally. It guides our actions, and encourages us to speak up and take action if we see unethical behaviour.

#### It brings us closer to our aspirational culture

Our Code is our roadmap to being proudly Sasol, where we pursue excellence, drive innovation and embrace change; where we work globally and collaboratively; and where we understand that our diversity is our strength.

### Communication of the Code

It is crucial that as members of the Sasol team we read and understand our Code. As individuals, we must comply with our Code. This responsibility cannot be delegated to others.

## OUR EXPECTATIONS



### Of our leaders

Our team leaders and managers promote and drive a clear understanding of the principles of the Code.

Leaders enforce consequences if a member of our team fails to comply with our Code, up to and including dismissal.

Leaders ensure there are adequate internal controls in the areas they oversee to ensure we comply with the law and manage our risks effectively.



### Of our business partners

We only do business on the basis of fair, lawful, efficient and transparent practices.

#### That means:

- Our suppliers should follow this Code as supplemented by our Supplier Code of Conduct and show integrity in doing business.
- We deliver what we promise to our stakeholders.
- We compete fairly with our competitors.



### Of each other

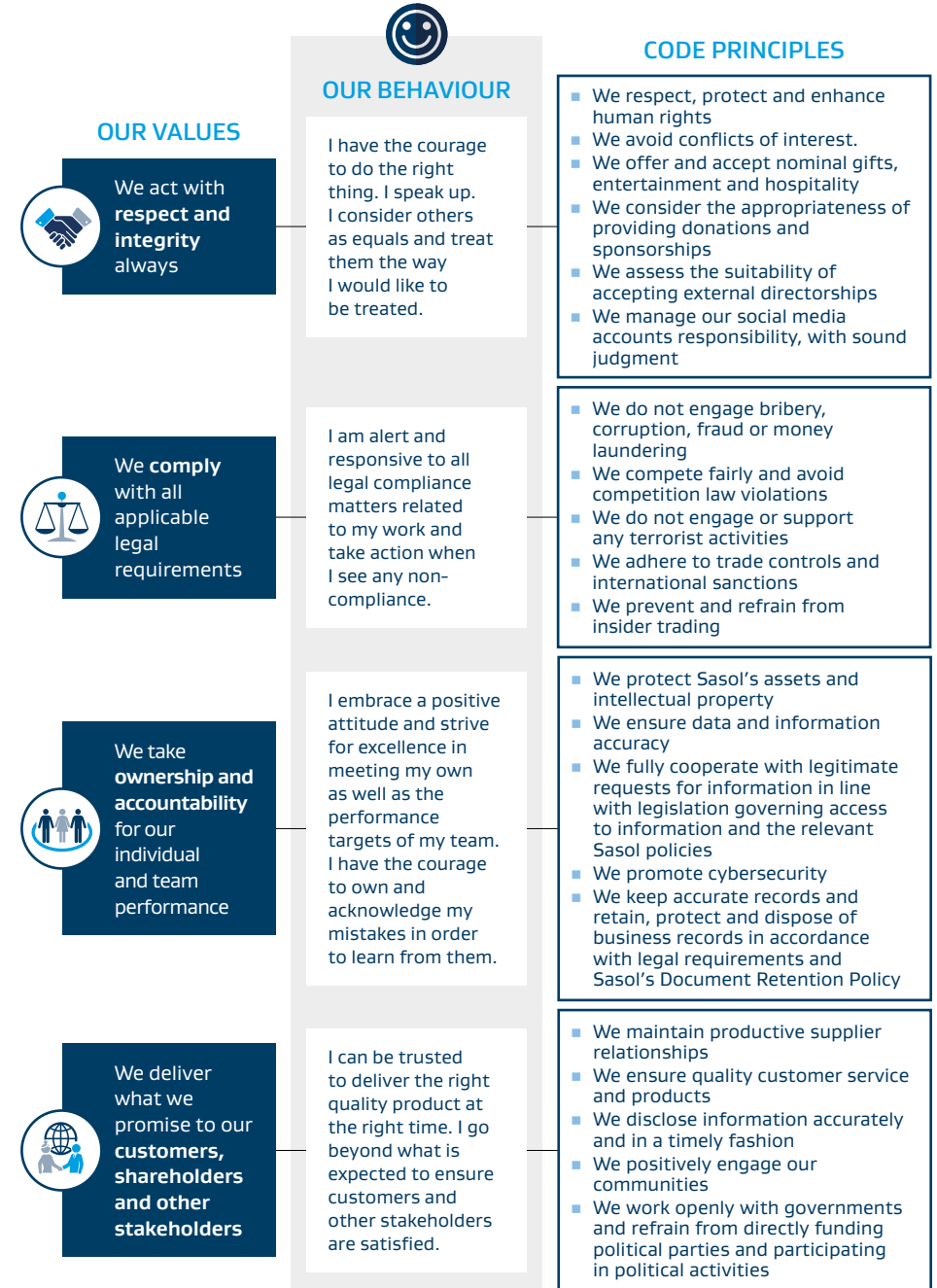
We hold each other accountable to the principles of the Code, encouraging ethical behaviour and reporting unethical actions.

**Remember:** we are team Sasol, and one person's actions affect the whole team.

We promote the spirit of our Code.

# OUR SEVEN SHARED VALUES

Our Code of Conduct is how we entrench and live Sasol's values. These values represent the roadmap to the key behaviours set out in this Code, which are summarised below:







# SAFETY, HEALTH AND ENVIRONMENT



# SAFETY, HEALTH AND ENVIRONMENT

## We prioritise safety, health and environment

To achieve ZERO HARM, we prioritise our own safety and that of our colleagues.

We provide safe and healthy working conditions at our workplaces for all our employees and service providers.

We contribute to the safety of the workplace by being alert and aware of the rules, policies and procedures and by reporting any unsafe condition.

We protect the environment by running sustainable operations, setting improvement targets and objectives and adhering to environmental protection laws.

## We ensure a secure workplace

We ensure that our people, service providers, assets and operations have secure and protected work environments.

To do this, we have implemented security procedures designed to prevent and respond to incidents.

In high conflict environments, or where security services are not properly regulated or readily available, enforcing security can come with human rights risks. To mitigate these risks, we pre-screen all our security personnel, making sure they understand that respecting human rights and treating people with diplomacy and respect are part of their performance agreements.

In practice, this means we:



Wherever we work, we also respect the natural environment, understanding our business impact. In all our decisions, we aim to balance economic, social and environmental needs and use natural resources responsibly.

## Key messages

- ▶ We recognise that we have a responsibility to respect and care for the safety and health of our people, the environment and communities where we operate.
- ▶ We are committed to continuous improvement on our journey in achieving our goal of zero harm.
- ▶ We believe that our goal is achievable through committed leadership, engaged people, teamwork and dedicated focus.
- ▶ We aim to deliver superior value for our stakeholders through an appropriate and well-reasoned balance between economic, social and environmental needs.



# OUR PEOPLE





# OUR PEOPLE

## We prevent alcohol, drugs and other controlled substances from impairing our interactions and performance

Alcohol, drugs and other controlled substances impair our ability to interact with those around us, and to do our jobs.

Besides affecting our job performance and productivity, the nature of our work means this could have life-threatening consequences, not only for us but also those who work with us.

We ensure that no one who is impaired by alcohol or drugs enters Sasol's property; conducts Sasol's business; operates Sasol's vehicles or equipment; or operates non-Sasol vehicles to, during, or from any activity related to Sasol or its business. No one may distribute, manufacture, possess or use drugs or alcohol in an unlawful or unauthorized manner in any way connected to Sasol.

We are allowed to test any person who wants access to our workplaces for intoxication. If they refuse to be tested, or if we discover they are intoxicated, we deny them entry.

## We root out harassment and bullying

We do not tolerate harassment or bullying. Behaviour is abusive when it creates a humiliating, hostile or offensive work environment.

Examples of harassment and abusive behaviour:

- ▶ Intimidation
- ▶ Threatening language or gestures
- ▶ Actual or threatened physical violence
- ▶ Sexually or racially abusive comments or materials whether in print, electronic or any other form
- ▶ Humiliation, bullying or mobbing
- ▶ False accusation
- ▶ We expect individuals to speak up in order to root out this type of behaviour
- ▶ Verbal or physical abuse or any threats of being abusive
- ▶ Unreasonably interfering with someone's work performance
- ▶ Sexual harassment, including demeaning jokes, language, gestures and unwelcome sexual advances

## We invest in our people

We develop, empower and retain values-driven, high-performing employees with the right skills and experience by:

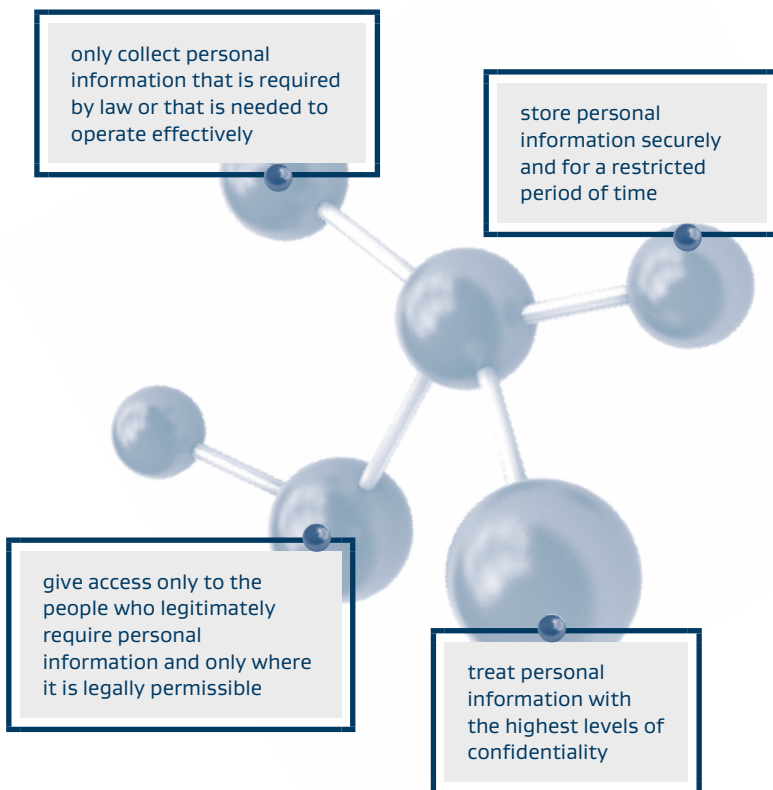
- ▶ Investing in skills development
- ▶ Providing appropriate remuneration to attract, retain and motivate the right quality of employees
- ▶ Developing and training existing talent
- ▶ Maintaining positive employee relations through regular review and updates to our employee relations policies
- ▶ Applying labour and employment practices that are in line with local legal requirements and the core conventions of the International Labour Organisation



## We protect personal information and ensure confidentiality

We respect everyone's right to privacy.

To make this happen we:



### Key messages

- ▶ We prioritise safety and security.

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- ▶ We never arrive at or perform our work intoxicated, whether from alcohol, drugs, controlled substances or anything else that impairs our judgment.

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- ▶ We never harass or bully anyone at work. This includes verbal and physical abuse, sexually and racially abusive comments, sexual harassment, and interfering with someone else's ability to do their job.

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- ▶ We invest in our people through training, appropriate remuneration and regular review.

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- ▶ We respect each other's privacy by storing personal information securely and handling it with utmost confidentiality.

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- ▶ We speak up when we witness violations of our Code of Conduct.



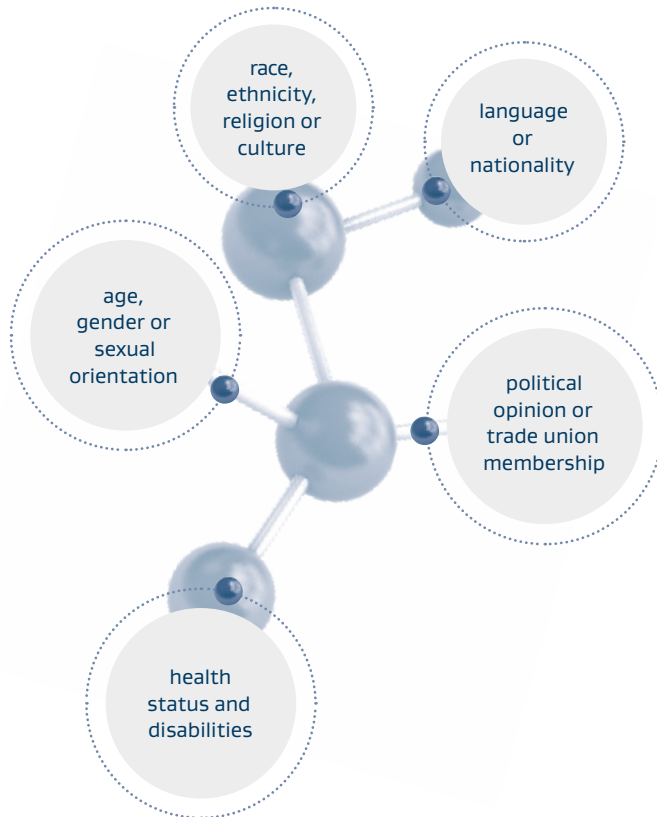
# DIVERSITY AND INCLUSION



**We promote diversity across our organisation**

Our people come from different backgrounds and each of us offers Sasol unique skills, insights and experience. Our diversity is our strength and we are better as a team because of it.

We never discriminate on the basis of:



**We drive employment equity**

**Equal opportunity**

We promote equal opportunity employment throughout our organisation, taking into account local laws.

In South Africa, because we believe in compensating for past injustices, we may, where justified, offer a hiring or development advantage to certain groups of people based on their race, ethnicity, gender or disability.

Our leaders, managers and supervisors identify and resolve any employment equity concerns quickly. As employees, we maintain quality relationships with our colleagues, seeking to resolve any disagreement amicably and swiftly.

**Pay and performance**

Some of our people are paid differently because they have more accountability in their roles, or because they offer scarce skills and expertise.

This is not discrimination but the way free markets work and how we attract top talent in our industry.

**Key messages**

- ▶ Our diversity is our strength. We perform better as a team because of it.

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- ▶ We never discriminate on the basis of race, ethnicity, religion, culture, language, nationality, age, gender, sexual orientation, political opinion, trade union membership, or health status.

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- ▶ We drive employment equity and address racial, gender and disability imbalances.



# INTEGRITY AND RESPECT





## We respect human rights

We respect and value human rights and avoid being part of any human rights abuses in any of our operations and relationships.

Because of the nature, location and scale of our work, our commitment to respecting human rights means that we:

- ▶ respect diversity, freedom of association and the right to collective bargaining
- ▶ offer a safe and healthy working environment
- ▶ prohibit forced and child labour
- ▶ offer fair and competitive wages and benefits
- ▶ respect the rights of local communities
- ▶ protect the environment

If we are operating in an area of conflict, or, with a poor human rights track record or weak corporate governance principles, we strive to follow the OECD Guidelines for Multinational Enterprises. If national law conflicts with our human rights commitments, we will uphold the **international human rights law**, which sets out the basic protections that all individuals are entitled to.

## We avoid conflicts of interest

We avoid actual or perceived conflicts of interest.

Decisions like who to hire or how much to pay them must be made in Sasol's best interests. If an employee could be influenced by private interests when doing their job, this must be declared immediately.

### What does a conflict of interest look like?

Here are some examples:





## We exercise sound judgment when offering and accepting gifts, entertainment and hospitality

We only accept and give gifts, entertainment and hospitality of nominal value.


Gifts, entertainment and hospitality could be seen by others as a way to gain or give an unfair business advantage. They should never influence a person's objectivity in doing their job, whether it is a supplier, customer, business partner or a superior.

### Unreasonable influence vs building relationships

Exchanging gifts or taking a client out for dinner can be a great way to build business relationships. There is nothing inherently unethical about these kinds of exchanges, but if the offering of the benefit creates a conflict of interest in the mind of the recipient it could be perceived to be inappropriate.

Some gifts, entertainment and hospitality can exert an improper influence if they are, or can be perceived to be, undue attempts to sway decisions or behaviour.



To avoid these kinds of situations, we:

-  ■ avoid expectations of reciprocity


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-  ■ never receive gifts, entertainment, travel benefits or hospitality from people (including their partners, family members or close friends) engaged in a tender, competitive bidding, commercial negotiation, or selling process

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-  ■ never accept or give cash or cash equivalents like shares, vouchers and gift cards
-  ■ avoid the offering of gifts, entertainment, travel benefits or hospitality to public officials unless it is lawful, reasonable and directly related to plant visits or Sasol business activities

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-  ■ declare all gifts, entertainment and hospitality that we offer or receive that could be perceived to create a conflict of interest or are worth more than US\$100

## We monitor the appropriateness of providing donations and sponsorships

Donations and sponsorships carry the risk of diversion, which is when the donation actually benefits someone other than the charity or organisation it is given to, for example when a donation is made in exchange for a business favour. To prevent this, Sasol implements appropriate controls to monitor the proper utilisation of donations and sponsorships. We will not use donations or sponsorships to inappropriately sway decisions or behaviour.

If we want to sponsor or contribute to a charity as part of our Sasol accountabilities, we get approval first from Group Corporate Affairs, or the relevant EVP.

## We assess the suitability of accepting external directorships



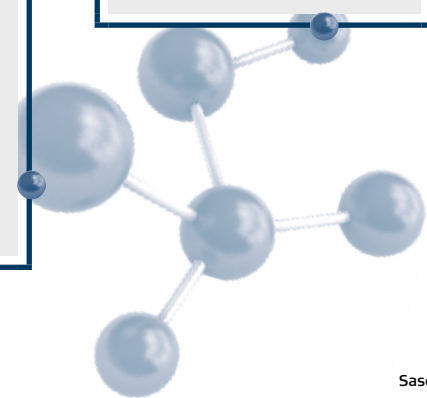
We acknowledge that there is nothing inherently unethical if an employee holds an external directorship.

However, some directorships can create a perception of a conflict of interest, which can negatively affect Sasol's reputation and may even constitute an offence.

To protect our reputation, we:

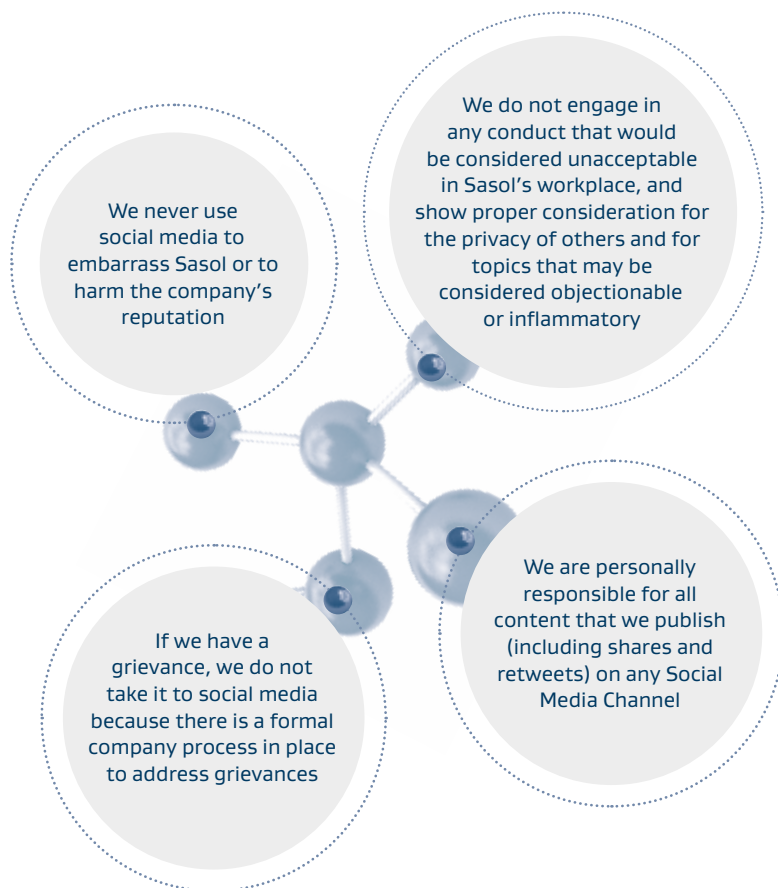
**limit external directorships to one per employee**, (please refer to the External Directorships Policy) including one committee of such a Board where money is paid and/or Sasol's resources and/or time is needed

We consider external directorships carefully, limiting external directorship to one per employee and prohibiting our people **from holding directorships in our competitors**, potential competitors or companies we do business with or donate to





## We manage our social media accounts



### Key messages

- ▶ We respect human rights, which include: respecting diversity, free association, and the right to collective bargaining; we ensure that we don't practice forced or child labour; offering fair and competitive wages and benefits; respecting local community rights.

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- ▶ We avoid conflicts of interest, ensuring that our employees do their jobs objectively. If there's an actual, potential or perceived conflict of interest, we declare it immediately.

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- ▶ We avoid accepting or giving gifts, travel benefits, hospitality, entertainment, donations and sponsorships that could be seen as a way to improperly influence decisions and behaviour.

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- ▶ We consider external directorships carefully, limiting external directorships to one per employee where remunerated and/or Sasol's resources and/or time is required and prohibiting our people from being a director in a competitor business, potential competitors, companies we do business with or donate to.

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- ▶ We use Sasol's eCommunication tools (email, Lync, instant messaging, SMS, MMS, access to internet and social media) which are authorised for business use by Sasol users responsibly and in line with Sasol's eCommunication policy.

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- ▶ We handle ourselves appropriately on social media, ensuring that we do not inappropriately link Sasol with our own social media accounts.



# LEGAL COMPLIANCE



**We guard against bribery, corruption, fraud, money laundering and terrorism**

We oppose corruption and dishonesty in any form.

We will not ask for, or accept, any bribes, directly or indirectly. This applies not only to our employees, but our partners, suppliers and customers too.

No one linked to Sasol should be influenced or try to influence another person, company or government agency unlawfully, even if it only looks that way. We are honest with our customers, suppliers, partners, regulators and shareholders. We would rather lose business, or miss out on an opportunity, than get it, or keep it dishonestly or illegally.

**Dishonesty includes:**

- ▶ **Bribery and corruption** – this includes offering, giving, promising, requesting, agreeing to receive or accepting a benefit from anyone with the intention of receiving an unfair advantage, even if it is via a third-party. We will not use our positions within Sasol to obtain undue benefits from external parties e.g. employment for family members.
- ▶ **Money laundering** – trying to hide where unlawful money comes from and where it goes. This includes anyone who has an interest in hiding this information and any money that finances terrorism.
- ▶ **Accepting or offering facilitation payments** – these include payments meant to speed up routine things, like releasing goods from customs.
- ▶ **Intentionally lying or distorting the truth** – this includes not doing the things we should, such as allowing a false perception to continue while knowing the truth.

We never ask for, or offer, give or accept bribes, directly or indirectly. We will never pay facilitation payments.

This applies not only to our employees, but our partners, suppliers and customers too.

If you notice any suspicious activity, report it to Sasol Forensic Services.

**Payments made under duress (extortion)**

Our safety is Sasol’s primary concern and we understand that there may be circumstances in which we have no alternative but to make an inappropriate payment in order to protect ourselves or others against loss of life, limb or liberty. Any request for such payment or actual payment made under duress, should be reported on the Sasol Declaration System, or the OME gift register as soon as possible and include sufficient details regarding the circumstances surrounding the payment, to provide evidence why you felt your life or liberty was threatened.

**We ensure the ongoing compliance with applicable regulatory and legislative requirements**

We identify key legal compliance risks in selected jurisdictions in which Sasol OMEs conduct business, following a risk-based approach.

**We compete fairly and avoid competition law violations**

We compete fairly and follow competition laws.

Competition laws encourage a free market by limiting the control that one company can have.

**Some examples of anti-competitive practices include:**

- > price fixing between competitors
- > allocating markets between competitors
- > abusing a dominant market position within a market or geography
- > exchanging information with our competitors about our customers, prices, cost structures, strategy and production capacity

We compete with determination and hard work, but never in an anti-competitive way. When we collect information, it is done legally and ethically, and we use it for legitimate business purposes. We never share competitively sensitive information with our competitors, suppliers or customers.





How we avoid anti-competitive behaviour:

We understand the specific competition laws of the country or region we are operating in, including new markets.

If a competitor tries to get information about our pricing, trading terms, volumes, and so on, we do not disclose this information and report the request to the Legal, Intellectual Property and Regulatory Services team immediately.

Our managers ensure that our colleagues understand competition laws and the risks of non-compliance.

### We adhere to trade controls and international sanctions

We are honest and responsible in our imports and exports, and comply with applicable international regulations whenever we buy, produce or transfer our products/services across borders.

 We could face serious penalties if we breach trade restrictions and export controls.

If any of us receives a trade request from a country or business to which trade restrictions apply, we should consult Sasol's Legal, Intellectual Property and Regulatory Services before we do anything.

We do not engage or support any terrorist activities. We conduct due diligence on customers, suppliers and entities. We only provide our products or services to individuals, entities or countries that are subject to certain sanctions and located in geographic locations that are subject to certain sanctions if we can ensure compliance with applicable sanction laws.

### We prevent insider trading

Insider trading is when an investor uses Sasol's inside information for personal benefit like trading shares or securities, whether directly or indirectly.

We keep inside information, like our financials and future plans, confidential unless there is a business reason for sharing it or it is required by law.


### We adhere to tax laws and regulations

Sasol commits to act responsibly and strives to arrange its tax affairs in an efficient manner.


We always fulfil our compliance and disclosure obligations in accordance with all the relevant legislation in all jurisdictions where we operate.

Sasol strives to maintain a co-operative relationship with Tax Authorities and to conduct all such dealings in an open, transparent and constructive manner.


### Key messages

-  We have zero tolerance for bribery and corruption among our people, partners, suppliers and customers.


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-  We guard against even the perception of bribery and corruption.


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-  We compete with our competitors fairly, avoid competition law violations and even the perception of such a violation.


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-  We ensure that we understand the specific competition laws of the country we are operating in.

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-  We follow and respect trade controls and international sanctions.

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-  We prevent insider trading.



# OWNERSHIP AND ACCOUNTABILITY



### We protect Sasol's assets

We use Sasol's assets and resources to deliver returns for our shareholders and never for personal gain.

This includes:

- ▶ **tangible assets** like equipment and IT hardware
- ▶ **intangible assets** like working time that Sasol pays for, or Sasol's collected information on suppliers, customers, partners and competitors

### We ensure data and information accuracy

We keep accurate records and retain, protect and dispose business records in accordance with legal requirements and Sasol Document Retention Policy.

We cooperate fully with legitimate requests for information. We provide truthful and complete information.

Data and information accuracy extends to our:

- ▶ **product claims** – we ensure our product claims are truthful, whether it is about their safety, quality, performance expectation, limitation or environmental impact
- ▶ **financial information** – we keep accurate and complete financial and accounting records
- ▶ **non-financial information** – for example, reports on safety, health and environmental impact

### We promote cybersecurity

If Sasol supplies a device for business reasons, we may monitor it because the security of our IT systems is essential to running our business. We guard our login details to prevent unauthorised access to our systems.

### We protect Sasol's intellectual property

We respect and protect Sasol's intellectual property and confidential information. We never disclose this information unless there's a legitimate reason and we do it in line with our Group Disclosure Control Policy.

Our intellectual property includes:

- > our technology
- > our inventions and patents
- > our business and operational expertise
- > our technical and operational information

**Remember:** any information about Sasol that is not publicly available is confidential. This includes our operations, joint ventures and supplier, customer and employee information.

If we are unsure of what constitutes intellectual property or how to deal with it, we consult our manager or Legal, Intellectual Property and Regulatory Services.

### Key messages

- ▶ We protect Sasol's assets.
- ▶ We are honest with our stakeholders, whether this is about product claims, financial information or reports on various aspects of the business.
- ▶ We are all responsible for keeping Sasol's IT network secure by guarding our access details.
- ▶ We never disclose Sasol's intellectual property, which includes our technology, inventions, patents, and business, technical and operational expertise.



# OUR CUSTOMERS, SHAREHOLDERS AND OTHER STAKEHOLDERS

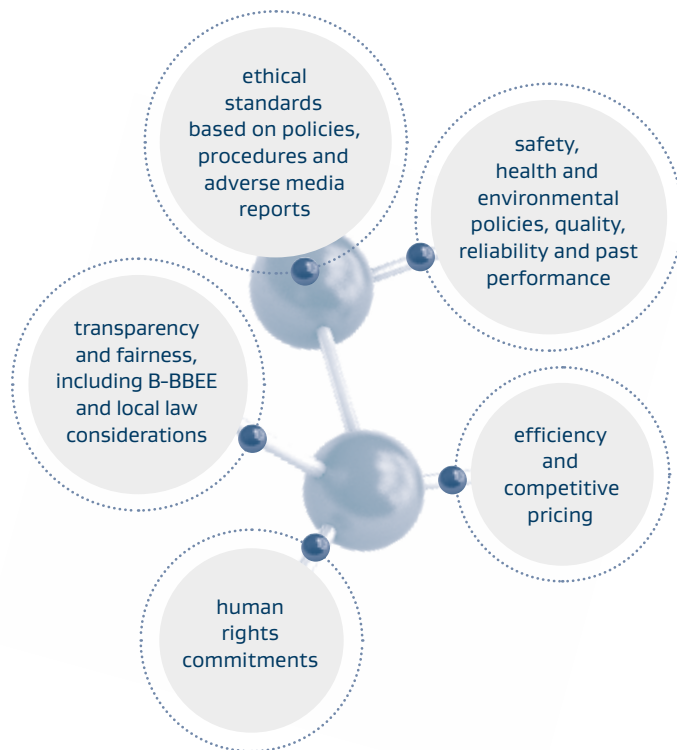


## We maintain productive supplier relationships

The way our suppliers and partners (including their subcontractors) act affects Sasol, which is why we only do business with companies that show integrity and align with our ethics and values.

These companies must adhere to our Supplier Code of Conduct. Suppliers get a fair opportunity to compete for our business.

We have a transparent procurement approach based on objective criteria, such as:



**!** We avoid using or being involved with conflict minerals and metals used to fund militias.

## We ensure quality customer service and products

We deliver what we promise to our customers and do our best to keep our commitments through:

- ▶ world-class service
- ▶ optimal product performance
- ▶ competitively priced products and support systems

We will not sell or manufacture a product if we cannot reasonably be sure it is safe for people and the environment. We also make sure our product claims are true.

We are always striving to improve our products, services, technology and procedures to deliver quality, safety and innovation.

We only promise what we can deliver and will never underquote to obtain a customer's business or lock them non-market-related and unsustainable contracts.

## We drive accurate and timely disclosures

- ▶ We comply with the laws governing fair and timely disclosure of information about our business.
- ▶ We communicate honestly, accurately and fully in our reports.
- ▶ We keep affected stakeholders informed by publicly releasing relevant and understandable information.
- ▶ We don't show any preference or favouritism to any group of shareholders or potential investors.
- ▶ We respond to legitimate public enquiries professionally and honestly.






## We positively engage our communities

We respect the rights, customs and cultures of the local communities we work with and impact.

That means we:

- ▶ minimise negative effects on local communities
- ▶ avoid involuntary resettlements through our project designs
- ▶ adopt flexible ways of doing business in line with our Code
- ▶ balance cultural heritage, community expectations and economic development
- ▶ contribute to the stability and prosperity from communities to countries through various social initiatives

 If we have to resettle a community, we follow the International Finance Corporation Performance Standards and any other laws that apply to the country we are working in.

## We work openly with governments and assess political contributions and activities


When working with governments, we act in line with our Code, knowing that our behaviour can affect our reputation and our global operations. Some countries have strict limitation on the gifts, training, accommodation and travel expenses that can be accepted by their officials and Sasol will take these into account.

Gifts other than modest gifts to Public Officials can only be offered in exceptional circumstances and must be approved by the Sasol Compliance Officer and a SVP or in instances where the gift is offered by an SVP, it must be approved by the Sasol Compliance Officer and an EVP.

Practically, this means:

- ▶ being constructive, open and cooperative
- ▶ never offering benefits to government officials, where such benefits could be perceived to influence decisions or behaviour
- ▶ avoiding party politics in any country
- ▶ we refrain from accepting a position of leadership in any political party

A payment to a political figure or party can be interpreted as asking for future favours or interfering in a democratic process and Sasol will therefore not make any payments to political parties or political party officials.

 If we make donations or get involved in political activities, we do it as private citizens and make it clear that we do not represent Sasol.

## Key messages

- ▶ We only do business with companies that share our values and act with integrity. These companies must follow the Supplier Code of Conduct and the principles of this Code.
- ▶ We ensure a fair tender process for our business, and have transparent procurement processes in place to ensure this.
- ▶ We ensure that our products and services are world-class.
- ▶ We will never sell a product if we cannot reasonably be sure it is safe to use and does not harm the environment.
- ▶ We disclose public information about our business in an accurate and timely way, without showing favouritism to anyone.
- ▶ We engage with local communities with respect, and do business in a way that balances culture heritage, community expectation and economic development.
- ▶ We are constructive and cooperative with governments, avoiding party politics and never paying government officials or political parties.