Indlela Yethu

Yokuziphatha

Esithathela kuyo izinqumo zethu, iqondise futhi ukuziphatha kwethu

GOLD FIELDS

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UMYALEZO OVELA KUSIHLALO KANYE NESIKHULU ESIPHEZULU

Siyakwamukela Endleleni Yethu Yokuziphatha (Code), elawula ubuqotho bebhizinisi kanye namagugu ethu njengoba siyiveza obala. Kubalulekile ukuthi zonke izinqumo zethu zigxiliswe ekusebenziseni Amagugu ethu nokuhlonipha wonke umuntu usuku nosuku siqhuba ibhizinisi lethu.

Thina sonke njengawo wonke umuntu, silawulwa yile Ndlela Yokuziphatha. Amagugu abalulekile ashiwo kule Ndlela Yokuziphatha ahambisana namagugu abalulekile eNkampani yakwa-Gold Fields, futhi asihlinzeka ngesisekelo esiqinile esingenakunyakazizwa okwakhelwe kuso usikompilo lwenhlangano yethu. Nokhoke, kungumbhalo ovumele ushintsho ozolokhu ushintsha, ngenkathi sizama ukufinyelela emazingeni aphakeme obuqotho ebhizinisini lethu.

Thina kwa-Gold Fields sizibophezele ukuqhakambisa nokuphoqelela amazinga abhalwe kule Ndlela Yokuziphatha, futhi sizoqikelela kakhulu ukuthi siyabubukeza kabusha ubudlelwane bethu nabantu abathile noma izinhlangano ezithile ezingakhombisi izinga elifanayo lokuzibophezela ebuqothweni benhlangano.

Nicholas J Holland
ISikhulu Esiphezulu
Gold Fields Ltd

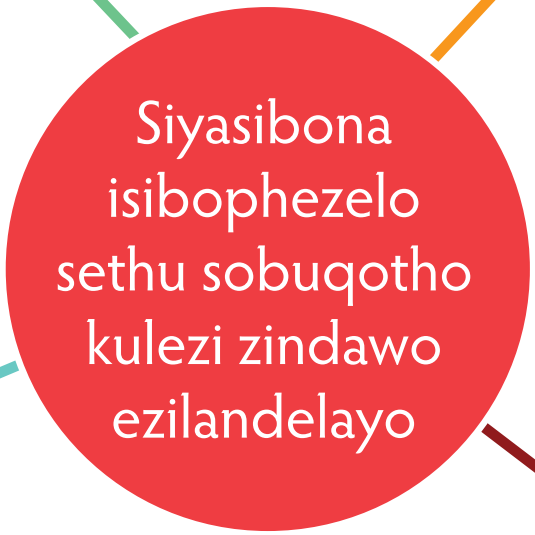
31 KuMfumfu 2016

Cheryl Carolus
USihlalo
Gold Fields Ltd

31 KuMfumfu 2016

AMAGUGU ETHU – IZAKHI ZENDLELA YOKUZIPHATHA NGOBUQOTHO

UKUZIBOPHEZELA KWETHU EKUZIPHATHENI NGENDLELA YOBUQOTHO



Kubalingani bethu

Siyabona ukuthi abantu bethu bangumongo webhizinisi. Ukuphatha abasebenzi ngokungenzeleli nangenhlonipho kubalulekile ukuze kube nesiqiniseko sokuthi bonke balwela ukufeza lokhu abakwazi ukukwenza.

Kuhulumeni, abalawuli, abanikazi bezabelo kanye nemiphakathi esakhe kuyo (ababambiqhaza)

Siqonda ngokuphelele ukuthi ukuxhumana kwethu nababambiqhaza kuyisisekelo emisebenzini wethu kanti ukuxoxisana okuvulekile ngaso sonke isikhathi kubalulekile ukuqinisekisa ukuthi siba nomthelela omuhle ngokuba namagugu afanayo.

Ukusebenza nabantu abangaphandle (third parties)

Siyabona ukuthi uma senza izivumelwano zomsebenzi nabantu bangaphandle, baphenduka babe yingxenye yebhizinisi lethu. Ngakhoke silindele ukuba abantu bangaphandla esisebenza nabo ukuba baqinisekise ukuhambisana nobuqotho nemigomo echazwe kule Ndlela Yokuziphatha, Kanye nemithetho nezibophezelo, kuzo zonke izindawo lapho sisebenza khona.

Ukuphatha imvelo, ezempilo kanye nezokuphepha

Imisebenzi yethu inomthelela ngqo kwezemvelo noma ngenye indlela. Kuyo yonke imisebenzi yethu silwela ukuhlonza, ukuqonda nokuphatha imithelela nokungaba yimithelela umsebenzi wethu ongaba nakho.

Amalungelo esintu

Sisekela silwele ukuqinisekisa ukuthi imigomo yeSimemezelo Somhlaba Samalungelo Esintu (Universal Declaration on Human Rights) siyingxenye ebhizinisini lethu. Sihlonipha isithunzi nenkululeko eyisisekelo sabo bonke abasebenzi bethu, amasaplaya nabahlinzeka inkampani ngemisebenzi, kanye nemiphakathi esakhe kuyo.

UKUPHUMELA OBALA

Wonke umqashwa, umqondisi, kanye nesikhulu sakwa-Gold Fields bayavuma ukuthi ukwaphulwa kwale Ndlela Yokuziphatha kubabeka engcupheni yokuqondiswa izigwegwe, omphumela kungaba ngukuphelelwa umsebenzi noma yisikhundla ngokwemigomo kanye nenqubo yokuqondisa izigwegwe ebekwe ngabakwa-Gold Fields.

Ukwengeza, okunye ukwephula umthetho kungaba ngubugebengu okungafaka okwenzile esimweni sokuzithola esemangalelwa. Abakwa-Gold Fields ngeke bangabaze ukubeka icala esigamekweni esinjalo. INdlela Yokuziphatha, Izinqubomgomo nezinqubo Zenkampani zihlose ukuvimbela nokubona okuphambene nomthetho. Njengomsebenzi wakwa-Gold Fields ulindelekile futhi uyagqugquzelwa ukubika izinsolo zokwaphulwa kwale Ndlela Yokuziphatha, izinqubomgomo noma izinqubo Zenkampani – imininingwane engatholakala kuSekela Mphathi weRijini: iNhloko Yomthetho noma uSekela Mphathi: Ukuthobela inkampani.

Kungumsebenzi wethu sonke ukuthi singakubekezeleli ukuziphatha ngendlela engeyinhle, ukukhwabanisa nendlela ephambene nobuqotho. Uma kwenzeka ubona ukuziphatha okufana nalokhu noma indlela yokuziphatha efana nalena, kumele uyibike. Lokhu kungenzeka ngokulandela imigudu ehlukahlukene futhi imininingwane yayo ihlinzekiwe. Abakwa-Gold Fields bayakuvikela ukwaziwa kwabantu ababika ukuziphatha okuphambene Nendlela Yethu Yokuziphatha. Ngeke sibekezelele noma yiluphi uhlobo lokuhlupha.noma ukuziphindiselela kulabo ababika ukwephulwa Kwendlela Yokuziphatha. Ngendlela efanayo, ukwenza imibiko okungeyona ngenhloso yokwenza kabi omunye umuntu kuyothathelwa izinyathelo ezinzima nokungagcina kulicala lokuxoshwa emsebenzini.

Ngibika kubani?

'UMphathi' nguyena oqokwe njenogomphathi wangaphakathi ongathintana naye ukuze ubike ukukhathazeka kwakho, ngaphandle uma kucacisiwe ngokugcwele eNdleleni Yokuziphatha.

Indawo Yokusebenza	Ongathintwa
IMayini	• UMphathi Jikelele esayithini
Ihhovisi leRijini, ukuthuthukiswa kweprojekthi noma esayithini yokuhlola	• USekelaMphathi Wesigungu seRijini • INhloko yeRijini Yezokuthuthukiswa kweProjekthi • UMphathi Wethimba LeRijini Lokuhlola izindawo • INhloko Yezomthetho WeRijini – noma ngumuphi Umeluleki Wezomthetho noma iNkampani • INhloko Yezezimali YeRijini • INhloko yeRijini Yezokuqashwa Kwabasebenzi
INhlokohhovisi kanye nawo wonke amanye amahhovisi	• ISikhulu Esiphezulu • Umphathi Omkhulu Wezimali • USekelaMphathi Wesigungu seRijini: uMmeli Omkhulu Wenkampani • USekelaMphathi Wesigungu :Wabantu kanye nokusebenza kweNhlangano • USekelaMphathi : uMcwaningiMabhuku wenkampani • USekela Mphathi : Ukuthobela Nenkampani

Uma ukukhathazeka kwakho kumayelana nomunye wamalungu Esigungu seRijini noma wamalungu Esigungu Sakwa-Gold Fields, lapho-ke ungathintana ne-CEO), CFO noma i-EVP: uMmeli Omkhulu Wenkampani noma iNhloko Yabacwaningi Mabhuku. Amalungu eKomidi Labacwaningi Mabhuku bayokwaziswa ngokukhathazeka okuvelile.

Uma kungenakwenzeka noma kungesona iseluleko esihle ngesizathu esithile ukubika ukukhathazeka noma ukukhononda kuMphathi, ungaxhumana noSekela Mphathi Wesigungu ngokushesha: uMmeli Omkhulu Wenkampani noma uSekela Mphathi: Ukuhambisana Nenkampani, noma ubike udaba ngokungazidaluli ocingweni Lwamahhala Lokubika Ubugebengu.

Uphumela kanjani obala?

Ungabika ukwephulwa Kwendlela Yokuziphatha kubantu ababaliwe ethebuleni elibhalwe eceleni, noma ocingweni lwamahhala engezansi. Uma ubona ukungaziphathi ngendlela komunye wamalungu eBhodi noma Esigungu okungahambisani Nendlela Yokuziphatha, kumele ukubike ku-CEO, CFO EVP: uMmeli Omkhulu Wenkampani noma iKomidi LabacwaningiMabhuku uzibikela ngokwakho noma usebenzise **Ucingo Lwamahhala**.

South Africa: 0800 203 711
Ghana: 0800 10987
Peru: 0800 54 760
Australia: 1800 62 3245
USA: 1 888 611 1848
Chile: 800 914 279

Uma ingekho inombolo yocingo yendawo obhekise kuyona, bhala i-imeyli uyiqondise goldfields@tip-offs.com.

Zonke izingcingo ezenziwa kulezi zinombolo zibhekiswe enhlanganweni ezimele yangaphandle enolwazi nesipiliyoni ekusebenzeni nezingcingo zalolu hlobo, futhi lonke ulwazi luba yimfihlo. Ukungadalulwa kwabashayaya kuqinisekisiwe.

AKUVUNYELWE Ukuziphindiselela!

Abakwa-Gold Fields ngeke babekezelele izenzo zokuziphindiselela noma ukuhlushwa kwanoma ngubani ophumela obala abike ukwephulwa kwemigomo ebekiwe kule Ndlela Yokuziphatha.

Uma ubika ukwaphulwa kwale Ndlela Yokuziphatha noma ukukhathazeka ngobuqotho, noma ubambe iqhaza ekuphenyweni kodaba lokuziphatha- wenza lokho ngokuhambisana nezimiso zale Ndlela Yokuziphatha. Nanoma ngaphansi kwasiphi isimo abakwa-Gold Fields ngeke bakubekezelele ukuziphindiselela okubhekiswe kuwe. Sikholwa ukuthi izenzo zokuziphindiselela kwazona uqobo ziyizenzo sokungaziphathi kahle, uma kunobufakazi, kungaholela ekuqondisweni kwezigwegwe ngisho nokuxoshwa imbala.

Ukuziphindiselela kungaba yizinhlobo eziningi, kusukela ezenzweni ezicashile nengokuzitshwa ngabomu kuye kokukhulu okufana nokuxoshwa ngendlela engacacile. Ukubhozonyelwa ngenhloso yokuvimba ukubikwa kokwephula iNdlela Yokuziphatha kungukuziphindiselela nakho. Zonke izimangalo zokuziphindiselela zithathelwa phezulu futhi ziyophenyisiswa futhi uma kufanelekile kuyobe sekuthathwa izinyathelo ezinqala.

Uma ucabanga ukuthi wena noma omunye uyisisulu sokuziphindiselela, uyanxuswa ukuba ubike—ngo**Cingo Lokubika** noma kuSekela Mphathi: iNhloko yeZomthetho, Inhloko Yezokuphathwa Kwabasebenzi kuRijini noma noma uSekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani.

Ukubika ngaphandle kokwaziwa

Ucingo lwethu Lokubika nezinqubo zokubika zidala isimo sokukhululeka ukukhuluma ngaphandle kokudalulwa kwabasebenzi uma bebika. Izinqubo ezibekiwe mayelana nalokhu zengamele futhi ukubikwa nokuphenywa kwezinsolo nokungaziphathi kahle noma izenzo ezingekho emthethweni ezenziwa kwa-Gold Fields, kanjalo nokuvikelwa abanikezwa khona abasebenzi bethu ababikayo

Konke ukukhalaza noma ukusatshiswa, ukugxambukela, ukuzibuyiselela, ukuziphindiselela noma ukusongela labo ababikayo, noma ukudalula abenza izenzo eziphambene nomthetho kuyophenywa bese kuthathwa izinyathelo ngokushesha okukhulu. Abasebenzi abaphumela obala bebike noma yimiphi imisebenzi engekho emthethweni bayovikelwa. Ukugcinwa nokuvikelwa kobumfihlo kuqinisekiswa ngokugcwele. Yonke imibiko iyophenywa ngokufanelekile kusetshenziswa zonke izinqubomgomo kanye nezinqubo ezifanele.

Kungukwaphula Indlela Yokuziphatha ukungaphenywa kokona noma izinsolo zokona umsebenzi azibikile, noma ukunqaba ukubambisana nophenyo lwanoma yikuphi ukwephulwa komthetho.

Ngingabika yini?

Ngiyesaba ukusebenzisa uCingo Lokubika ngodaba engikhathazekile ngalo. UMphathi wami ungicele ukuba ngenze into engazi kahle ukuthi ingukukhwabanisa kodwa ungisabisa ngokuthi uzongiphoqa ukwenza okuphambene nezinqubomgomo kanye nezinqubo zenkampani.

Kubalulekile ukuthi ubike udaba olubukeka kuwudaba olubalulekile. Zonke izingcingo ezenziwe oCingweni Lokubika ziqinisekisiwe ukuthi zibe yimfihlo ngakho ukungaziwa kwakho kuvikelekile. Nokho-ke uma kwenzeka kukhona ozama ukuziphindiselela kuwena, kumele ulubike lolo daba ngokuphuthuma. Abakwa-Gold Fields ababekezeleli noma yiluphi uhlobo lokuziphindiselela kubantu ababika ukwephulwa Kwendlela Yokuziphatha, futhi bayothathelwa izinyathelo ezisheshayo labo abenza lokho.

Uma ungenasiqiniseko sokuthi wenzenjani noma uthathe ziphi izinyathelo esimweni esithize, thintana noSekelaMphathi weRijini: iNhloko Yezomthetho yeRijini, uSekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani noma uCingo Lokubika.

UKWENZA NGENDLELA ENOKUNGENZELELI KANYE NOBUQOTHO

Abakwa-Gold Fields bazibophezele ekuqhubeni ibhizinisi labo ngendlela eqotho nenokungenzeleli, ukuze bakhuthaze usikompilo lwebhizinisi olungenaqhekeko nolungavuni umbusazwe futhi elinokuziphendulela ngokwenhlalo nakwezemvelo. Lokhu kufezwa ngokuphila ngomongo Wamagugu Enkampani yakwa-Gold Fields:

Ukuphepha	Uma singeke senze umsebenzi wemayini ngokuphepha, ngeke sisebenze.
Ukuzibophezela	Thina siqikelela ngobuqotho esikwenza emvelweni kanye nasemiphakathini esisebenza phakathi kwayo.
Ubuqotho	Sisebenza ngokwethembeka, ngokungenzeleli kanye nokwenza izinto obala.
Inhlonipho	Siphatha bonke ababambiqhaza ngokubethemba ngenhlonipho kanye nesithunzi.
Ukwenza izinto ezintsha	Sikhuthaza ukwenza izinto ezintsha kanye nomoya wokuziqalela amabhizinisi.
Ukuletha imisebenzi	Siphokophela ukwenza kahle kakhulu futhi senze lokho esithe sizokwenza.

La magugu afezwa ngale migomo elandelayo:

- Ukuthembeka, ukwenza izinto obala, ukuziphendulela, ukungenzeleli kanye nobuqotho kukho konke ukuqhuba kwethu ibhizinisi
- Ukuhlonipha amalungelo esintu kanye nesithunzi sabo bonke abasebenzi
- Ukwamukela kanye nokubekezelela amasiko ahlukene, izinkolo, izinhlanga, ubulili kanye nokuziphatha ngokobulili
- Ukuhambisana nokunamathela emazingeni aphilile okuphathwa kwebhizinisi ngokuthobela yonke imithetho nezibophezelo zazo zonke izikhungo zikahulumeni kanye nezezimakethe zezimali lapho abakwa-Gold Fields behweba khona

Yikuphi okulindeleke kuwe?

Ukulandela lemi gomo, abakwa-Gold Fields badinga ukuba abasebenzi babo, izikhulu kanye nabaqondisi bonke bahambisane baphinde balawulwe yiNdlela Yokuziphatha futhi baqhakambise lamazinga alandelayo:

- Bahlale njalo beziphethe ngendlela engasoleki futhi ngendlela yokusebenza efanele uma bemmele abakwa-Gold Fields
- Ukuzibophezela ekwethuleni imiphumela ngendlela ephephile ezindaweni abasebenza kuzo ngokwenza njalo beqinisekisa indawo ephephile yabo bonke abasebenzi, osonkontileka kanye nemiphakathi okuzosetshenzwa kuyo
- Ukusebenza ngobuqotho kukho konke ukuphatha kwabo abasebenza nabo, izikhulu noma abaqondisi, imiphakathi, abaluleki, osaplaya, amakhasimende, abanikazi bezabelo, izikhulu zikahulumeni nabamele uhulumeni kanye nabanye ababambiqhaza
- Ukuhambisana noHlaka Lwangaphakathi Lwezimvume, Uhlaka Lokuhambisana Lwenkampani kanye nezinqubomgo zokubhekelela izingozi zakwa-Gold Fields njengoba zihlala zichitshiyelwa isikhathi nesikhathi
- Ukuhlonza ukushayisana kwezinhloso phakathi komqashwa nomqashi uma zibonakala nokubhekana nakho ngendlela eshiwo yile Ndlela Yokuziphatha
- Ukungasebenzisi ulwazi lwebhizinisi ngezinye izinhloso ezahlukile kwezebhizinisi kuhlosiwe, ukugcina imfihlo yalolo lwazi noma ungasaqashiwe kwa-Gold Fields
- Ukuqhelelana nokuzihlanganisa nezenzo noma ukuphikelela ukwenza izinto eziseceleni ezingadala ukushayisana nalezo zakwa-Gold Fields noma ezingadala ukuthi abakwa-Gold Fields balahlekelwe noma balimale, ngaphandle kwezinto ezivunyelwe kule Ndlela Yokuziphatha
- Ukunamathela kuNqubomgomo Yolwazi Nobuchwepheshe (IT) YeNkampani yakwa-Gold Fields
- Ukuqhelelana nayo yonke indlela yokuziphatha noma isenzo esinobugebengu ezingenza kube nokulahleka kwemali noma kuthunazeke abakwa-Gold Fields

Amalungu eBhodi kanye Nesigungu ayacelwa, lapho kunokwenzeka, ukuthi athathe iseluleko sobuchwepheshe bomsebenzi esizimele ngezindleko zakwa-Gold Fields ukusizakala ezintweni ezibakhathazayo ukuze benze umsebenzi ngendlela enokuzethemba futhi bagcine amazinga kanye nemigomo ekhona kule Ndlela Yokuziphatha.

Indlela Yokuziphatha ikhuluma nami.

Ukuhambisana nemithetho, imigomo, kanye nezibophezelo.

Ingxenye ebalulekile yokwenza inkampani yezimayini ezinzile ukuhambisana komsebenzi ngamunye nayo yonke imithetho, izibophezelo, amazinga kanye nokuqondiswa kuzo zonke Izindawo zokusebenza lapho sikhona. Wonke umsebenzi unesibophezelo sokuhambisana nemithetho kanye nezibophezelo.

Indawo yomthetho ihlala ishintsha kanti lokhu kungaholela ezinkingeni eziningi.Ukuze kulawuleke lokhu ngendlela nangempumelelo, futhi kusize amasu okungenelela lapho kunezingozi khona abakwa-Gold Fields sebakhe uhlelo Lokuhambisana Nenkampani olugxiliswe ezingozini ukuze luhlinzeke isiqinisekiso namazinga aphakeme okulawula ukuhambisana nemithetho. Ngokwalolu hlelo abakwa-Gold Fields:

- bahlonza futhi babuyekeze njalo zonke izimiso ezisebenzayo ngokusebenza kwezikhundla bese behlaziya ingcuphe yokungahambisani kanye nezingozi zokungalawuleki;
- baqinisekisa ukuthi ukulawulwa kwendawo kwangaphakathi kuhambisana nezingozi eziqhakambisiwe kulokho okudingwa yizimizo; kanye
- nokuhlolwa kwamazinga nguMcwaningi mabhuku wangaphakathi ukuhlola ukuthi izinyathelo ziyathathwa kanti futhi lokho kunomthelela ekunciphiseni nasekulawuleni izingozi. INkomba Yokuhambisana Nenkampani (Group Compliance Index) seyisunguliwe ukwamukela izinguquko ngaphakathi ebhizinisini, izimiso ezifanele, nokuhambisana kanye nokulawulwa kwezingozi. Uhlelo kanye nezindlela zangaphakathi zokulawula ziyoqinisekiswa ngabaphathi, Abahlolimabhuku bangaphakathi kanye nabaqinisekisi bamazinga bangaphandle unyaka nonyaka.

Izidingo Zomthetho weSarbanes-Oxley ka-2002, Umthetho we-United States Foreign Corrupt Practices Act, lapho kunokwenzeka khona, i-Dodd-Frank Wall Street Reform kanye Nomthetho Wokuvikelwa Kwabathengi (Consumer Protection Act), kanye nemithetho yazo zonke Izimakethe zezimali lapho abakwa-Gold Fields behweba khona, kumele kuhanjiswane nazo, kubalwa nalokhu okulandelayo:

- ukuthi abakwa-Gold Fields badalula lokhu emafomini abo iForm 20-F, afayelwe ne-United States Securities kanye ne-Exchange Commission, ukwamukelwa kweNdlela yakhona Yokuziphatha noma ukuchibiyelwa kwale Ndlela Yokuziphatha yabo bonke abasebenzi, izikhulu, kanye nabaqondisi;
- ukuthi abakwa-Gold Fields badalula ngokushesha nangokusobala emphakathini bonke abangayilandeli iNdlela Yokuziphatha besebenzisa iKomidi labaCwaningi mabhuku bakwa-Gold Fields elihlola abaqondisi noma amalungu eSigungu sakwa-Gold Fields; kanye
- nokuthi iNdlela Yokuziphatha ifakwe kwiwebhusayithi yakwa-Gold Fields, echazwe efomini uForm 20-F wekheli le-inthanethi yakwa-Gold Fields. Ngenye indlela, abakwa-Gold Fileds bayazibophezela ngokwefomu uForm 20-F ukuthi bayonikeza noma ubani oyidingayo.

UKUSHAYISANA KWEZINHLOSO ZOMQASHWA NOMQASHI

Gwema ukuzibeka esimweni lapho izinhloso zakho zingahle zibukeke zishayisana nalezo zakwa-Gold Fields.

Yini ukushayisana kwezinhloso zomqashwa nomqashi?

Ukushayisana kwezinhloso zakho nalezo zakwa-Gold Fields kungenzeka ngezimo eziningi okubalwa kuzo lezi ezilandelayo:

- Lapho uba nenhloso enhlanganweni okungeyona noma elawulwa ngabakwa-Gold Fields, kufaka phakathi, ngaphandle kokushiya ngaphandle, ngokuba umninisabelo, ilungu noma umqondisi, umnikazi noma uphathina wethrasti yomndeni. Lokhu akusebenzi ekutshalweni kwezimali ezabelweni ezisohlwini olubhaliswe ezimakethe zezimali, ngaphandle uma isinqumo sakho sokuba nezabelo sasincike sathelelwa ekwazini ulwazi lwangaphakathi, njengoba kuchaziwe Kunqubomgomo Yokuthengwa Nokuthengiswa Kwezabelo Zenkampani kanye nenqubomgomo Yokuxhashazwa Kwezimakethe
- Ukwenza ibhizinisi egameni lakwa-Gold Fields nanoma yibaphi abantu bangaphandle abasebenzisana nabakwa-Gold Fields lapho wena, oshade naye noma ilungu lomndeni linezinhloso zimbe noma ngayiphi indlela
- Ukwamukela izinto ezikuvunayo noma yiluphi uhlobo lokuphathwa lokuzikhethela kwabangaphandle abasenzisana nabakwa-Gold Fields
- Ukungena kunoma yisiphi Isivumelwano, ukuhlelwa, noma ukuzwana nabangaphandle ngendlela engalimaza abakwa-Gold Fields
- Ukuba sesivumelwaneni nanoma yibaphi abangaphandle abasebenzisana nabakwa-Gold Fields ngokwakho noma ngaphandle kokuba ngomele abakwa-Gold Fields
- Ukubamba iqhaza emisebenzini ngokwakho ngaphandle kokuba ngomele abakwa-Gold Fields okungaba nomthelela ongemuhle ekwenzeni umsebenzi wakho owuqashelwe ngabakwa-Gold Fields ngobuqotho nangokubeka izinhloso zabo phambili, noma ngabe ungumsebenzi, isikhulu noma umqondisi
- Uma wena, noma omunye welungu lomndeni wakho, nemukela imihlomulo ezuzisa nina ngenxa yesikhundla sakho kwa-Gold Fields
- Ukubamba iqhaza ngqo noma ngenye indlela ekuxhumaneni, ekuphathweni noma ekulaxazeni abamabhizinisi lapho wena unezinhloso zokuzuza khona noma amabhizinisi alawulwa nguwe noma asetshenzelwa yizihlobo zakho ezikhundleni eziphezulu

Kwenzekani ngokusebenza ngaphandle kuka-Gold Fields?

Akukho msebenzi wakwa-Gold Fields ovunyelwe ukuba nesikhundla noma azimbandakanye emsebenzini wangasese ukuze ahole, ngaphandle kwakwa-Gold Fields ngaphandle uma egunyaziwe ngokubhala okuphasiswe nguSekelaMphathi weRijin kanye nanoma ngumuphi obizwa ngoMphathi ekhasini lesi-6 lale Ndlela Yokuziphatha. Kubasebenzi beNkampani kanye namalungu eSigungu sakwa-Gold Fields, mayelana nokuqashwa ngaphande, imvume kumele itholakale ku-CEO naku-CFO. Mayelana nalolu daba, sikaliwe isikhathi esichithwa emphakathini, emsebenzini wesihe (akuholwa mali) noma ukumeleleka okuhlobene nezakhiwo zezimboni okuzuzisa abakwa-Gold Fields kuvumelekile Imvume ebhaliwe kumele ibonakale kuRejista Yokushayisana Kwezinhloso phakathi koMqashwa noMqashi.

Ukudalula ukushayisana kwenhloso yomqashwa nomqashi

Ufanele ukuba uxoxisane uthole imvume kulezi zimo noma nabuphi ubudlelwano obungadala lokho noSekela Mphathi weRijini: iNhloko Yezomthetho noma uSekela Mphathi: Ukuhambisana neNkampani ngaphambi kokuthatha ezinye izinyathelo.

USekelaMphathi weRijini: iNhloko Yezomthetho ilindeleke ukugcina iRejista Yokushayisana Kwezinhloso zomqashwa nomqashi enerekhodi yalokho kushayisana kwezinhloso nokuyenza itholakale le rejista uma idingwa nguSekela Mphathi Wesigungu sakwa-Gold Fields: uMmeli Omkhulu Wenkampani noma iKomidi labacwaningi mabhuku.

Kudingeka imvume ebhaliwe etholakala kuSekela Mphathi weRijini, kanye nanoma ngumuphi umuntu obizwa ngoMphathi ekhasini lesi-6 lale Ndlela Yokuziphatha ekuqhutshweni kwebhizinisi lakwa-Gold Fields okungaholela **ekutholakaleni komhlomulo ngqo noma ngenye indlela kuwena** noma emndenini osondelene nawe. Imininingwane kumele ibhalwe phansi kwiRejista Yokushayisana Kwezinhloso zomqashwa nomqashi okumele igcinwe nguSekelaMphathi: iNhloko Yezomthetho kuzo zonke Izindawo zokusebenza ngaphakathi eNkampanini yakwa-Gold Fields noma nguSekela Mphathi: iSikhulu Sokuhambisana Nenkampani enhloko hhovisi. Uma ubona noma usola ukushayisana kwezinhloso zomqashi nomqashwa, okungakaze kudalulwe kumele ukubike kuSekela Mphathi weRijini: iNhloko Yezomthetho, uSekelaMphathi: Ukuhambisana Nenkampani noma uSekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani.

Indlela Yokuziphatha ikhuluma nami.

Q

Ngabe isihlobo somlingani (indodana) sivumelekile yini ukuqashwa ethimbeni elifanayo noma emnyangweni ofanayo wezokusebenza?

A

Ngaphandle uma izinqubomgomo ezikhona njengamanje zikuvimbela lokhu, izihlobo zingasebenza ophikweni olufanayo. Nokho-ke, akumele isihlobo sibike ngqo esihlotsheni futhi akumele kube nesihlobo esibambe iqhaza lokuqasha nokuba yinduna yomunye othile futhi akumele kube nomthelela emigomweni nemibandela yokuqasha, noma kube nomthelela ekuphathweni kwesihlobo. Umsebenzi kumele adalule ukuthi isihlobo sakhe siqashiwe emnyangweni noma endaweni yokusebenza.

Q

Engishade naye ungumqondisi (ungumsebenzi noma umnikazi wezabelo) enkampanini eyenza ibhizinisi nabakwa-Gold Fields. Ngingahle ngibe nokuxhumana nale nkampani isikhathi nesikhathi.

A

Udinga ukudalula isikhundla soshade naye kuMphathi wakho ngesikhathi uqashwa noma uma inkampani lapho oshade naye engumqondisi wamathenda enza umsebenzi nabakwa-Gold Fields, ukuze uma kunezinkinga zokushayisana zizoqashelwa bese zinakisiswa. Kumele ukudalule lokhu futhi kwiRejista Yezokushayisana Kwezinhloso zomqashwa nomqashi. Awuvumelekile ukubamba iqhaza ekuhlungeni, ekulungiseni isivumelwano noma isivumelwano sebhizinisi loshade naye lizoqedwa.

UKUSETSHENZISWA KOLWAZI

Ukudalula

Ngokuhambisana Nenqubomgomo Yokudalula Ulwazi, umthetho osebenzayo kanye nezibophezelo zezimakethe zezimali lapho ibhizinisi lihweba khona, abakwa-Gold Fields bazibophezele ukudalula ulwazi oluphelele, olungenzeleli, noluyilo ngesikhathi kubabambiqhaza babo nomphakathi. INqubomgomo iyacacisa futhi ngokuthi ngubani okhuluma egameni leNkampani noma egameni lezinkampani ezingaphansi kwabo nemisebenzi yabo.

Ukugcinwa kolwazi lwabakwa-Gold Fields luyimfihlo

Ubophezekile ukuba uhloniphe ulwazi olufinyelela kuwe nongahle uluthole ngokwesikhundla somsebenzi kwa-Gold Fields kufaka phakathi, kungashiyi ngaphandle, ulwazi lwakwa-Gold Fields olungaphumeli emphakathini, ulugcine luyimfihlo. Lesi sibophezelo sobumfihlo siyaqhubeka ukukubopha ngisho ungasasebenzi kwa-Gold Fields.

Ulwazi oluyimfihlo mayelana nabakwa-Gold Fields, imisebenzi yabo, abakwenzayo nempahla yabo kungahle kungaziswa kubantu bangaphandle abasebenza nabakwa-Gold Fields ngaphandle kwemvume kaSekelaMphathi: iNhloko Yomthetho ongahle naye, adinge iseluleko kuSekela Mphathi Wesigungu sakwa-Gold Fields: uMmeli Omkhulu Wenkampani.

Ngeke ulukhiphe noma ulusebenzise ulwazi olunjalo noma ngayiphi inhloso ngaphandle kweyebhizinisi nawe owawuyitshelelwa ukufeza umsebenzi wakho nesikhundla sakho sakwa-Gold Fields.
Uma ungenasiqiniseko noma ulwazi luyimfihlo yini noma ulwazi lungasetshenziselwa yini inhloso ethile, kumele uthole iseluleko kuSekela Mphathi: iNhloko Yomthetho noma ekugcineni, kuSekela Mphathi Wesigungu sakwa-Gold Fields: uMmeli Omkhulu Wenkampani.

Ukukhuluma kanye nokunikeza ulwazi emphakathini

Awuvunyelwe ukukhuluma, ukwethula inkulumo noma ukukhuluma ngezindaba, noma ngezihloko eziphathelene nabakwa-Gold Fields ngaphandle kokuthola imvume ebhaliwe kuqala elungwini elifanele Lesigungu seRijini noma Lesigungu sakwa-Gold Fields. Lokhu kuyosebenza ngisho ungasaqashiwe ngabakwa-Gold Fields, noma uma ukhuluma, wethula inkulumo noma uyethula ngezindleko zakho.

Kumele ubhale phansi yonke imininingwane kuRejista Yezingqungquthela Kanye Nokukhuluma Nomphakathi ubhale nesiqinisekiso semvume etholakale elungwini Lesigungu seRijini noma elungwini Lesigungu sakwa-Gold Fields.

Ulwazi lwangasese

Abakwa-Gold Fields bayalihlonipha ilungelo lokuba nemfihlo labo bonke abasebenzi babo nabantu bangaphandle abasebenza nabo. Yonke imininingwane yomuntu ngayedwana kumele iphathwe ngendlela efanele yiwo wonke umsebenzi ngokuhambisana nayo yonke imithetho yokugcinwa kwemfihlo. Abasebenzi abaphatha imininingwane yabanye kumele:

- njalo baziphathe ngokuthobela imithetho nezibophezelo;
- baziphathe ngokuhambisana Nenqubomgomo Yolwazi Nobuchwepheshe (IT) Yenkampani yakwa- Gold Fields;
- njalo bakhumbule izibophezelo zezivumelwano zokuqashwa kwabo;
- baqoqe, basebenzise futhi basebenze ngolwazi ngokwenhloso esemthethweni yebhizinisi;
- ulwazi balugcinise kulabo kuphela abaludingela inhloso yebhizinisi nabagunyaziwe ukuba bafinyelele kulo; futhi
- baqikelele ukuvimbela ukukhishwa kolwazi kungagunyaziwe. Uma unokukhathazeka ngemininingwane ebuchwephesheni obuthile, kumele uthintane nomnyango wakwa-IT noma uMphathi wakho.

Ukuxhumana ngobuchwepheshe (online)

Abakwa-Gold Fields balindele ukuba abasebenzi babo baqaphele futhi bacabangisisengaso sonke isikhathi uma besebenzisa ukuxhumana ngobuchwepheshe, kufaka phakathi ama-imeyli, izinkundla zokuxhumana noma ezinye izindlela zokuxhumana. Njalo kumele usebenzise umqondo ophusile futhi uqonde Inqubomgomo Yokukhishwa Kolwazi Kanye Nenqubomgomo Yenkampani Yokusebenzisa Ulwazi Nobuchwepheshe (IT) (okufaka phakathi ukusetshenziswa kwezinkundla zokuxhumana kanye ne-intanethi) kanye nanoma iyiphi Inqubomgomo yesikhathi esizayo eyobe imayelana nalokhu. Ngeke kubekezelelwe ukusetshenziswa kokuxhumana ngobuchwepheshe okuthunaza igama labakwa-Gold Fields kanti lokhu kungaholela ekutheni uqondiswe izigwegwe.

Indlela Yokuziphatha ikhuluma nami.

Q

Ngithole umbiko onolwazi oluyimfihlo ngephutha emshinini wokwenza amakhophi. Ngicabanga ukuthi akulungile ukuthi lolu lwazi lushiywe nje budedengu kodwa angifuni ukudala inkinga. Kumele ngenze njani?

A

Nikela ulwazi lolo elungwini eliphezulu lakwa-HR masinyane bese ubika okutholile nokwenzekile esikhulwini esiqondene Nokuthobela (Compliance Officer) noma ilungu lethimba lakho lezomthetho. Ukuvikela izimfihlo nolwazi lwangasese kungumsebenzi wawo wonke umsebenzi ngamunye wakwa-Gold Fields. Lowo muntu oshiye umbhalo emshinini wokwenza amakhophi naye kudingeka kukhulunywe naye.

IZIPHO, UKUDLA KANYE NEZOKUZIJABULISA

Isifinyezo

Ukunikeza, ukuthembisa noma ukwamukelwa kwezipho ezithile kanye nezokuzijabulisa kungenza abanye bangabethembi abakwa-Gold Fields ngakho akumele kwenziwe. Okufakiwe lapha yinoma yiziphi izipho noma ezokuzijabulisa ezibonakala njengokugwazisa, ziqubule imibuzo yokushayisana kwezinhloso zomqashwa nomqashi ngawe kwa-Gold Fields, kanti futhi lokhu kungalithunaza igama leNkampani. Akukho mali engukheshi okumele ikhokwe ngaphandle kokugunyazwa njengoba kuchaziwe ngezansi.

Ukunikezela ngemihlomulo yakho kunoma yisiphi isikhulu sikahulumeni (Bheka incazelo ekhasini 19) akuvumelekile. Abakwa-Gold Fields beseka imithetho kanye nezibophezelo ezilwa nokugwazisa kanye nenkohlakalo, okufaka phakathi imithetho eqinile mayelana nezipho, impatho kanye nezokuzijabulisa okuthinta izikhulu zikahulumeni kanye nabantu bangaphandle. Inqubomgomo yakwa-Gold Fields Elwa Nokugwazisa kanye Nenkohlakalo /Gold Fields Group Anti-Bribery and Corruption (ABC) policy, kumele ifundwe mayelana nalokhu.

Nakuba abakwa-Gold Fields bekwazisa ukusizwa komphakathi nokuthi ukwabelana ngezipho ezincane kudlala indima enkulu ekwakhiweni kobuhlobo namabhizinisi, ungabokwenza izenzo zempatho noma wamukele ukuphathwa kahle, ukudla nezokuzijabulisa okungahle kube nomthelela ebuqothweni bakho, ekuziphatheni kwakho ngokomsebenzi noma ukuwahlulela kwakho mayelana nokuthatha izinqumo kanye nobudlelwane. Zonke izimemo ozamukelayo noma ozikhiphayo kumele zibe ngezingavusi imibuzo kanti futhi akumele zenziwe noma zamukelwe ngokulindela ukuphathwa ngendlela eyahlukile kwabanye kunoma yikuphi ukuxhumana ngokwamabhizinisi.

Ukukhokhelwa noma ukubuyiselwa imali ngohambo, ukuhlala kanye/ noma izindleko zokuphila kumele kwenziwe ngabakwa-Gold Fields emva kwemvume eyenziwe yilungu LeSigungu seRijini noma iSigungu sakwa-Gold Fields. Noma yikuphi ukukhokhelwa okunjalo okugunyaziwe kumele kubhalwe phansi kuRejista Yezipho, Impatho kanye Nezokuzijabulisa. Akukho nkokhelo yokuhlala, yohambo kanye/noma yezindleko zokuphila okumele ikhokhelwe ngabantu bangaphandle.

Kungakhokhwa mali engukheshe ngaphandle kokuthi lokhu kuvunywe ngokuhambisana nokuhlinzeka kwale Ndlela Yokuziphatha.

Imininingwane

- Awuvumelekile ukunikeza noma ukwamukela, ngqo noma ngokusebenzisa omunye, izenzo zonkwenzelela, izipho, ezokuzijabulisa, impatho noma impatho emabhizinisini engahle ibukeke njengokubukela phansi ukuziphatha okuhle ngokomsebenzi noma ikhombise ukwenzelela noma mhlawumbe ikukhinyabeze ekwenzeni izinto ngobuqotho nangokubeka phambili inhloso yabakwa-Gold Fields. Lesi sidingo sidlulela ngisho kumalungu asondelene nawe omndeni.
- **Ukukhokhwa kwemali engukheshi, izaphulelo noma amavawusha, noma ngabe ngokwenani elincane kangakanani, akumele kunikezwe noma kwamukelwe nangaphansi kwasiphi isimo kwabangaphandle abasebenzisana nabakwa-Gold Fields ngaphandle kokuba lezo nkokhelo zibekwe ngokucacile kunqubomgomo evunywe Yisigungu sabakwa-Gold Fields noma isicelo esithile sivunywe Yisikhulu Esiphezulu Sesigungu, Umphathi Omkhulu Wezimali kanye Nosekela Mphathi Wesigungu: uMmeli Omkhulu Wenkampani.**
- Awunqatshelwe nokho ukwamukela noma ukunikeza izintwanyana ezisamhlobiso noma okokukhangisa kwenani elincane, okukhishwa ngabanikelayo isib. iwayini, amakhalenda, amapeni, amadayari, othayi nokunye. Uma inani lezinto ezisamhlobiso noma okokukhangisa kwedlula inani elibekiwe nelichazwe ngezansi, kuyodingeka imvume yokuba zamukelwe lezi zinto itholakale eSigungwini seRijini noma elungwini Lesigungu sakwa-Gold Fields. Lapho kungamalungu eSigungu sakwa-Gold Fields, imvume kumele itholakale ku-CEO kanye/ noma ku-CFO. I-CEO noma i-CFO bona kumele bathole imvume kuSihlalo WeKomidi labaCwaningi mabhuku.
- Imininingwane yezenzo zokwenzelela, isipho, ezokuzijabulisa, impatho noma impatho yebhizinisi noma ngeyanhloboni okwamukelile, noma kuncane kangakanani, kumele emva kokwemukelwa, kubhalwe phansi kuRejista Yezipho, Impatho kanye Nezokuzijabulisa kugcinwe kusesimweni esifanele nangendlela elindelekile, nguSekelaMphathi weRijini: Inhloko Yezomthetho noma uSekelaMphathi: Wezokuhambisana Nenkampani.

Njalo iRejista Yezipho, Impatho kanye Nezokuzijabulisa kumele igcwaliswe – noma ngabe inani lesipho lingakanani, ngisho nalapho usinqabile isipho.

Lisho ukuthini 'inani elincane'?

Izamba ezilandelayo zithathwa njengenani elincane:
- » Kuze kufike ku-R500 (IHhovisi Lebhizinisi – eNingizimu Afrika)
- » Kuze kufike kuma-US$60 (eNyakatho YeMelika)
- » Kuze kufike kuma-US$60 (eNingizimu YeMelika)
- » Kuze kufike kuma-A$100 (e-Australia)
- » Kuze kufike kuma-US$60 (eNtshonalanga Ye-Afrika)
- » Kuze kufike ku-$60 (eNingizimu Mpumalanga ye-Eshiya eShayina noma yiliphi elinye izwe)

Abase-South Deep bakhethe ukungamukeli noma banikeze NOMA YINI okungaba yisipho noma nhloboni yempatho yebhizinisi noma ngabe kuncane kangakanani.

Lezi zamba ezibekwe lapha ngenhla zingabukezwa ngezikhathi ezahlukene nguSekelaMphathi Wesigungu sakwa-Gold Fields: uMMeli Omkhulu Wenkampani.

Uma unikeza abanye izipho, ukudla/ezokuzijabulisa kanye nempatho:
- Sebenzisa isamba esiphelele sokudla/ezokuzijabulisa sokunikeza inhlangano yangaphandle ngomcimbi owodwa. Isib. Uma ujabulisa abantu abahlukene abavela enhlanganweni eyodwa emcimbini othile, inani yisamba sesisonke osikhokhile sabo bonke abantu ngokubajabulisa.

Uma kuwukudla/ezokuzijabulisa okunikezwa ngabanye:
- faka kuphela inani lokudla/lezokuzijabulisa wena okunikeziwe (kufaka phakathi inani lokudla/ezokuzijabulisa okutholwe ngumkakho noma umyeni wakho noma abangewona amalungu-omndeni abaqashwe ngabakwa-Gold Fields).
- Inkokhelo noma ukukhokhelwa kwezindleko zokuhamba (ngaphandle kokuhamba ngekhumbi kanye nebhasi), indawo yokuhlala kanye/noma izindleko zokudla kumele kukhokhelwe ngabakwa-Gold Fields akumele kwenziwe ngabantu bangaphandle abasebenzisana nabangahle basebenzisane nabakwa-Gold Fields.

ISIBONELO

Izaphulelo eziyisipesheli

Umsebenzi owayephethe ezokuxhumana zakwa-Gold Fields nesikhungo sebhizinisi lezohambo wemukela izaphulelo zokuhamba kwakhe yedwana esikhungweni ezazingekho kwabanye abasebenzi. Umsebenzi ngokwamukela lo mhlomulo wephule Ukuhlinzekwa KweNdlela Yokuziphatha emayelana okushayisana kwezinhloso phakathi komqashwa.

Ukushintshisana nezikhulu zikahulumeni ngezokuzijabulisa

Ukwengeza kokuchazwe ngenhla, lezi zidingo ezilandelayo kumele uzifeze uma ujabulisa isikhulu sikahulumeni (njengokuba kuchaziwe ekhasini le-19):
1. Ngaphandle kokuxhumana nezikhulu zikahulumeni kwansuku zonke okubekelwe imithetho ngesikhathi sokusebenza kwa-Gold Fields, akuvunyelwe ukujabulisa izikhulu zikahulumeni ngaphandle kwemvume ebhaliwe kaSekelaMphathi Wesigungu seRijini kanye noSekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani
2. Imvume Yezokuzijabulisa kumele ihambisane Nenqubomgomo i-ABC yeNkampani yakwa-Gold Fields
3. Bhala phansi ezokuzijabulisa okuthenjiswe isikhulu sikahulumeni noma kwemukelwe noma kwenqatshiwe

USekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani kumele athintwe uma kukhona ubungozi bokuthi ezokuzijabulisa kungabonakala kungaba nomthelela wokuthambisa isikhulu sikahulumeni.

IZIPHO, UKUDLA KANYE NEZOKUZIJABULISA

Kufanele NJALO:

- uhambisane nemiyalelo okufanele nakanjani uyigcine yokunikeza kanye nokwamukela izipho, impatho kanye nezokuzijabulisa okungabe kuhlinzekwe Yindlela Yokuziphatha, noma yiziphi izinqubomgomo zangaphakathi ekhaya, yimithetho yabangaphandle, imigomo yezivumelwano zokusebenza noma yizidingo zomthetho ezisebenzayo;
- ubuyisele noma yisiphi isipho semali noma okulingana nemali ngenani okuthole kubantu bangaphandle, ugcwalise iRejista Yezipho, Yempatho kanye Nezokuzijabulisa bese wazisa umnyango wakho wezomthetho ukuthi usukwenzile lokhu;
- uma ukholwa wukuthi kuwukuphoxa ukwenqaba isipho, bikela uSekelaMphathi INhloko Yomthetho okunguyena oyothatha isinqumo sokuthi singagcinwa yini ngabakwa-Gold Fields, sinikelwe yini njengomsebenzi wesihe (okungaba yisona isipho uqobo noma imali etholakele ngokudayiswa kwaso) noma sibuyiselwe emuva. Ubuyisele noma yiziphi isipho esingasile noma esingafanele. Njalo ubhale phansi izenzo ezenziwe kuRejista Yezipho, Impatho kanye Nezokuzijabulisa; futhi
- uthole imvume efanele elungeni Lesigungu SeRijini yakho noma ilungu Lesigungu sabakwa-Gold Fields ngaphambi kokwethembisa noma ukwemukela noma yisiphi isipho, impatho noma ezokuzijabulisa kubantu bangaphandle.

UNGALOKOTHI:

- uthembise, unikeze noma wamukele noma yisiphi isipho, impatho noma ezokuzijabulisa okunje:
  - » okungahumusheka njengomhlomulo, ukugwazisa, inkokhelo noma ukwaphulwa komthetho noma inqubomgomo kanye nenqubo yakwa-Gold Fields;
  - » imali noma okulingana nemali, kufaka phakathi isheke lasebhange, iphepha okuthiwa yi-money order, isibambiso sokuthola imali, isitifiketi sesipho/ikhadi lesipho noma okuthile ongathola ngakho imali;
  - » okutholwe noma okuthenjiswe ukuze kube nomhlomulo wokuthile otholakalayo emva kwakho; futhi
  - » okungasile, okuphathelene nocansi, okungahambisani namagugu ethu noma okungathunaza igama lethu;
- ukuthembisa, noma ukwamukela yinoma zipho zini, impatho noma ukuzijabulisa nabantu bangaphandle kwenkampani Uma usesimweni sokuthi ungaba nesandla ekunikezweni kwethenda noma izinqubo eziphathelene nokuncintisana;
- wena uqobo lwakho ukhokhele noma yisiphi isipho, impatho noma ezokuzijabulisa ukuze uvike ukwenza umbiko Noma ukucela imvume yakho noma wazi kahle ukuthi iNkampani ibingeke ikuvume noma ivume ukukukhokhela; futhi
- ufihle noma uzame ukufihla isethembiso, ukupha noma ukwamukela izipho, impatho kanje nezokuzijabulisa.

Kubhale kuRejista Yezipho, Yempatho kanye Nezokuzijabulisa

Ukwamukelwa kwesimemo noma sanhloboni noma impatho noma ezokuzijabulisa kumele kubhalwe phansi kuRejista emiselwe Izipho, Impatho kanye Nezokuzijabulisa.

Izibonelo zifaka phakathi, ngaphandle kokushiya ngaphandle, ukudla, ukuhambela imicimbi yezemidlalo, yezenhlalo noma ya-masiko kanye nemibukiso, uku-zingela, ukudoba nanoma yizi-phi izinkambo zokungcebeleka noma okufana nalokho.

Ukwenezela kulokhu, ukwamukelwa kwesimemo, impatho noma ezokuzijabulisa okunenani elingaphezu kwemali encane echazwe ngenhla kudinga umbhalo oyimvume okuhlangulayo owenziwe ngaphambili ubhalwa yilungu leKomidi Eliphezulu lakwa-Gold Fields.

Uma incwadi yemvume ekuhlangualyo ingaveli, kufanele usenqabe kahle isimemo leso bese ubachazela ngenqubomgomo yakwa-Gold Fields mayelana nalokhu.

bheka ikhasi lika-15 ukuthola ulwazi lokuxhumana neziphathimandla zikahulumeni.

Umsebenzi Wesihe

Noma yimuphi umnikelo, uxhaso noma usizo lokweseka okwenziwa yilungu leNkampani yakwa-Gold Fieldskumele kuthole imvume yeSigungu seRijini (ngaphandle uma inani lomnikelo, uxhaso noma usizo lokweseka noma imali yeqa emikhawulweni ebekwe oHlakeni Lwemvume yakwa-Gold Fields, lapho-ke kuyodingeka imvume ye-CFO. Uma kuYinhloko Hhovisi, yi-CFO okudingeka inikeze imvume. Noma yimiphi iminikelo, uxhaso noma usizo lokwesekaizinhlangano ezaziwayo ezinikelelwayo kanye nalezo ezingenzi nzuzo, kumele zenzelwe uma ezikwenzayo kuhambisana nemigomo ekule Ndlela Yokuziphatha. Lokhu kumele kubhalwe kuRejista Yezipho, Impatho nezokuzijabulisa.

Indlela Yokuziphatha ikhuluma nami.

Isaplaya ingithembise amathikithi amabili ombukiso Omkhulu eSydney.
Bona abakwazi ukuziyela ngokwabo kodwa bathi ngingahamba nomunye umuntu. Amathikithi ayinani lama-A$150 lilinye. Ngingawemukela?

A

Lokhu kuzobukeka njengesipho. Inani elikhulu lokuzikalela ongalemukela ngaphandle kwemvume ngama- A$100, ngakho-ke uyodinga imvume yelungu Lesigungu Sehhovisi SeRijini noma imvume yelungu Lesigungu sakwa-Gold Fields bese ugcwalisa iRejista Yezipho, Impatho kanye Nezokuzijabulisa. Qinisekisa ukuthi azikho izinqubo zamathenda ezenzekayo, noma uyathinteka kuzo noma qha.

Ukukhokhela okokuhamba kanye nezokuzijabulisa
Ilunga lesikhungo sokuvikelwa kwezemvelo lifisa ukwazi kabanzi ngobuchwepheshe bezinga eliphezulu obusetshenziswa emadanyini okuthunyelwa kuwo imfucuza yezimayini. Lizozikhokhela imali yokundiza neyokuhlala ehhotela, kodwa lifisa silihlinzeke ngosizo lukanobhala kanye nokokuhamba lapha ngaphakathi. Balindele futhi ukuba sibajabulise kusihlwa.

A

Ungakweseka ukuvakasha kwamathimba ezinkampani zikahulumeni emasaythini nasemahhovisi akwa-Gold Fields kuphela uma zonke iznto ezizokwenziwa zivunywe ngaphambi kwesikhathi yiSekela Lomphathi Wesigungu SeRijini kanye neSekela Lomphathi Wesigungu: uMmeli Omkhulu. Lokhu kudinga ukuba ugcwalise amarejista afanele emva kokuba usuthole imvume efanele.

Ngihlela ukujabulisa onjiniyela abayisishiyagalombili abasebenzela ifemu yonjiniyela efanayo yangaphandle.
Izindleko sezizonke zingu-R4 000. Njengoba izindleko zomuntu ngamunye zingu-R500, ngabe ngiyayidinga imvume yoMphathi Engingaphansi kwakhe?

A

Umkhawulo wesamba semali okumele sigunyazwe ngesesamba sesiphelele sezipho zonke noma ezokuzijabulisa ezenziwe noma ezinikezwe abantu abathile bangaphandle. Kulesi sibonelo uzodinga imvume Yesigungu SeRijini noma imvume YeSigungu sakwa-Gold Fields njengoba isamba sesisonke sezokuzijabulisa singu-R4 000. Le Ndlela kumele ilandelwe uma kubhalwa izipho kanye nezokuzijabulisa kuRejista Yezipho, Impatho kanye Nezokuzijabulisa.

UKUVIMBELA NOKUQEDA UKUGWAZISA KANYE NENKOHLAKALO

Isifinyezo

Abakwa-Gold Fields abayingeni noma iyiphi inhlobo yokugwazisa, ukufuna imali ngempoqo kanye nenkohlakalo, noma ngabe kusemkhakheni wezamabhizinisi noma womphakathi. Awuvunyelwe ukuncenga, ukunikela, ukwethembisa, ukugunyaza noma ukwamukela ukufunjathiswa, umhlomulo noma iyiphi inhlobo yenkokhelo engafanele – kufaka phakathi inkokhelo yokuba ngumxhumanisi.

Abakwa-Gold Fields bayawuthobela Umthetho kanye nezimiso ezilwa nokugwazisa kanye nenkohlakalo futhi silindele ukwenza noma yini ukuqinisekisa ukuthi amasaplaya ethu, esinezivumelwano nabo kanye nesibambisene nabo kweminye imisebenzi benza kanjalo. Bonke abangaphandle abasimelayo noma abenza utho egameni labakwa-Gold Fields kulindeleke ukuba bahambisane nemithetho emayelana nokugwazisa kanye nenkohlakalo futhi lapho kunokwenzeka khona kumele bakhombise ukuthi banezinqubomgomo nezinqubo ezifanele noma imigomo yezivumelwano.

Ukunikeza ezinye izeluleko kulokhu, bheka iNqubomgomo i-ABC yeNkampani yakwa-Gold Fields. Izinkokhelo zokuxhumanisa (noma imali yokukhanyisa/umehlokaboni) ezikhulwini zikahulumeni noma yibaphi abamele abakwa-Gold Fields, abakuvumi nhlobo abakwa-Gold Fields nanoma ngaphansi kwasiphi isimo ngisho noma ngabe imali ekhishwayo incane kangakanani. Izimali zokuxhumanisa zibandakanya ukukhokhwa kwezamba ezincane zemali ezikhulwini zikahulumeni ukuthola imisebenzi ejwayelekile abakwa-Gold Fields okumele bayithole vele ngokusemthethweni, isib. Ukukhishwa kwamalayisensi noma ukudedelwa kwezimpahla esikhungweni esigada impahla ephumayo nengenayo ezweni. Ukukhokhwa kwezimali zokuxhumanisa kungaba yicala lobugebengu. Uma ulungabaza Uhlobo lwenkokhelo, thola iseluleko kuSekela Mphathi: Inhloko Yomthetho kuSekela Mphathi: Ukuhambisana Nenkampani kanye/noma uSekela Mphathi Wesigungu: uMmeli Omkhulu Wesigungu. Noma yisiphi isicelo somuntu wangaphandle senkokhelo yokuxhumanisa kumele sibikwe masinyane kuMphathi wakho noma kuSekela Mphathi: Inhloko Yomthetho futhi sibhalwe kuRejista Yokuzama Ukugwazisa.

Ezimweni ezingajwayelekile kakhulu izinkokhelo ezithile ziyadingeka ukuqinisekisa, uma kunokwenzeka ukuphepha kwabasebenzi nabantu bangaphandle. Abakwa-Gold Fields lokhu bakubuka njengokufunwa kwemali ngempoqo, kodwa nokho zingakhokhwa ngaphandle kokwephula le nqubomgomo uma isimo siphoqa ukuthi inkokhelo yalolu hlobo ibidingekile futhi ingenakuvinjwa. Abasebenzi abathintekayo, uma isikhathi sivuma, kumele baxhumane (1) noMphathi wabo, (2) uSekela Mphathi: Inhloko Yomthetho noma uSekela Mphathi: Ukuhambisana Nomthetho noma (3) uSekela Mphathi Wesigungu: uMmeli Omkhulu Wesigungu

Futhi ekugcineni, Isikhulu Esiphezulu Sezimali (CFO) noSekela Mphathi: Inhloko Yezimali KuRijini ngokukhulu ukushesha emva kokukhokhwa kwemali, engakadluli amahora angu-24 ngemuva kokukhokhwa kwemali. Lolu hlobo lokukhokhwa kwemali okungejwayelekile luvunyelwe kuphela ukusetshenziswa ezimweni ezimbalwa nezibucayi kakhulu futhi ukuxhashazwa kwalesi simo esingejwayelekile ngeke kubekezelelwe. Lokhu kumele kubhalwe futhi kuRejista Yokuzama Ukugwazisa.

Imininingwane

Ukugwazisa kuchazwa njengokunikela, ukwethembisa, ukunikeza, ukwamukela noma ukuncenga ukuthola noma yini enenani ukuze kube nomthelela ekutheni umuntu othile uwenza kanjani umsebenzi wakhe womphakathi, wokudayisa, wenhlalo noma womthetho.

Ukwephulwa kwemithetho elwa nokugwazisa kanye nenkohlakalo yicala elinzima kanti futhi kungukwephulwa kwale Ndlela Yokuziphatha. Izinkampani kanye nabantu ngabodwana abephula le mithetho bangajeziswa ngokuhlawuliswa, kanti abantu ngabodwana bangaboshwa. Amazwe amaningi, kufaka phakathi lawo esisebenza kuwo, anemithetho evimbela ukugwazisa nenkohlakalo. Lokhu kuvamisa ukufaka phakathi izenzo umuntu azenze ngale kwemingcele yezwe lakhe – kuhlanganisa ukugwazisa okukhokhelwe umuntu okwelinye izwe.

Bheka iNqubomgomo i-ABC YeNkampani yakwa-Gold Fields, noma xoxa nelungu lethimba labomthetho kuRijini yakho ukuthola izeluleko mayelana nomthetho okuyiwona olwa nenkohlakalo.

Imininingwane *(iyaqhubeka)*

Bonke abasebenzi, izikhulu kanye nabaqondisi kumele bahambisane nale mithetho ngoba ngisho izinsolo zokwephulwa kwemithetho yokugwazisa nenkohlakalo kungalilimaza igama labakwa-Gold Fields. Konke ukuzama ukugwazisa kumele kubhalwe kuRejista Yokuzama Ukugwazisa.

Imithetho Elwa Nokugwazisa nenkohlakalo /Anti-bribery and anti-corruption (ABC):

» ivimbela iminikelo noma ukuhlinzekwa kwezinkokhelo, imisebenzi, izipho, ezokuzijabulisa noma "yini enye enenani" ezikhulwini zikahulumeni nakubantu bamabhizinisi ukubenza ngendlela engafanele babe nomthelela, ekutholeni noma ukugcina ibhizinisi, noma ukuzithola besesimweni esibavunayo ngokwebhizinisi;
» ivimbela izinkokhelo ezingafanele ziqhamuka kubantu bangaphandle; futhi
» idinga izinkampani zigcine amabhuku namarekhodi ayiwo – kanye nokugcinwa kwezindlela ezanele zangaphakathi zokulawula ngaleyo ndlela kuqinisekiswe ukuthi izinkokhelo zichazwe ngokwethembeka nokuthi izimali zenkampani azisetshenziselwa izinjongo zokwephula umthetho.

– Uma abakwa-Gold Fields behluleka ukuvimbela ukugwazisa kumuntu osebenza emele bona, lokhu kungahle kusho ukuthi abakwa-Gold Fields bephule umthetho.
– 'Noma yini Yenani' kufaka phakathi noma yiluphi uhlobo lomhlomulo kulowo owamukelayo. Lokhu kufaka phakathi, kodwa akugcini nje kuphela, emalini engukheshi, imali ebolekwayo, izipho, imisebenzi, imali ekhokhelwa ukufunda, izimali zokufunda mahhala, ezokuzijabulisa, ukuhamba kanye neminikelo noma ngabe ngokwamalini. Kufaka phakathi futhi imihlomulo engaphatheki ngezandla – isib. Ukuqasha isihlobo somuntu othile noma ukunikelela imisebenzi yesihe ngenhloso engafanele. Bheka iNqubomgomo i-ABC YeNkampani yakwa-Gold Fields ukuthola ulwazi oluthe xaxa.
– 'Ukwenza izinto egameni labakwa-Gold Fields kufaka phakathi abasebenzi, okwenziwe nabo izivumelwano zokusebenza, ama-ejenti, okusetshenzwa nabo imisebenzi ethile, amasaplaya noma izinkampani ezilawulwa yibona.
– 'Izikhulu zikaHulumeni zifaka phakathi noma ngumuphi ungqongqoshe, isikhulu esikhethiwe noma esiqokiwe, umqondisi, ophethe isikhundla noma oqashwe yinoma ngumuphi uhulumeni (noma kusezingeni likazwelonke, lesifunda noma kumasipala) noma ngumuphi umnyango, isikhungo noma osebenzela sona, kanye/noma yiliphi ibhizinisi lapho uhulumeni enenzuzo khona, kanye noma yisiphi isikhulu esingumabhalane, somthetho noma esisebenzela umthetho sisebenzela uhulumeni noma egameni lakhe noma umnyango, isikhungo, osebenzela isikhungo, inkampani, noma inhlangano yomphakathi yamazwe. Lokhu kufaka phakathi futhi amaqembu ezombusazwe nabangahle babe yizikhulu zamahhovisi omphakathi. Amalungu noma abangabodwana abangamalungu ombutho wamasosha impahla ephumayo nengenayo ezweni, abaholi bendabuko kanye nabanye abaneqhaza emphakathini, noma abanezikhundla ezithile emphakathini noma ososeshini abenza umsebenzi kahulumeni noma abenza imicimbi kahulumeni, inoma abangabodwana abangamalungu ombutho wamasosha kanye namaphoyisa bonke laba bathathwa njengezikhulu zikahulumeni.

Q

Umbonisi (consultant) wabakwa-Gold Fields osetshenziswa okwamanje ukusiza ngokuxhumanisa nohulumeni usanda kungicela ukuba ngimnyusele ikhomishini. Ngiyasola umbonisi ufuna ukudlulisela le mali esikhulwini sikamasipala. Kumele ngenzenjani?

A

Bika izinsolo onazo kuSekela Mphathi: Inhloko Yomthetho kanye /noma kuSekela Mphathi Wesigungu: UMmeli Omkhulu weNkampani, ngaso leso sikhathi. Akukho nkokhelo enjalo okumele yenziwe kuze kube iNkampani isiziphenyile izinsolo zakho.

Q

Umsebenzi ongumlawuli wemayini ufika kwenye yezindawo zami zokusebenzela ezohlola. Ngingamnikeza yini amathikithi amabili akwa-Gold Fields ayobuka umdlalo webhola likanobhutshuzwayo likhona lapha endaweni na?

A

Qha, akumele unikeze isikhulu sikahulumeni nanoma yini yenani ngaphandle kwemvume Yenhloko Yomthetho YeRijini noma uSekelaMphathi Wesigungu: UMmeli Omkhulu Wenkampani. UMmeli Omkhulu angakweluleka ngokuthi ukunikeza umsebenzi ongumlawuli nanoma yini yenani phansi kwalesi simo kungabukeka njengokugwazisa ngenhloso yokuthambisa umqondo womsebenzi ngaphambi kokuhlola.

Uma ungenaqiniso noma umuntu uyisikhulu sikahulumeni yini, xhumana noSekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani.

IMICIMBI YEZOMBUSAZWE KANYE NOKUXHUMANA NOHULUMENI

Noma ngabe sisebenza phansi kwasiphi isimo noma ngabe sizamani, simile futhi siyacacisa ngendlela yethu mayelana nemizamo yokwenza inqubomgomo yombusazwe ivune inkampani. Abakwa-Gold Fields ngeke:

- babambe iqhaza ngqo kunoma yini eyenziwa abombusazwe ngaphandle kwemvume yabakwa-Gold Fields Limited Board; futhi
- noma ngaphansi kwasiphi isimo benze umnikelo kwabombusazwe, umnikelo wemali engukheshi noma isihe.

Kusobala ukuthi abasebenzi banelungelo Lokubamba iqhaza bengabodwana kokwenziwa ngabombusazwe, ngaphansi kokulawulwa yimithetho efanele kuzo zonke izimo lapho kunabantu bethu khona. Abasebenzi ababamba iqhaza kuyacaca ukuthi bakhona lapho ngokwabo kodwa hhayi ngokumela abakwa-Gold Fields.

Nakuba singabambi iqhaza ezintweni zombusazwe, siyaxoxa nabo ngenqubomgomo ephathelene nezihloko ezisithintayo noma ezimqoka kwabakwa-Gold Fields, kubasebenzi bethu kanye nemiphakathi esisebenza kuyo nesiba yingxenye yayo ngezindlela ezinhlobonhlobo.

Kufanele NJALO:

- kukucacele ukuthi imibono yakho yombusazwe nezenzo zakho akukhona okwabakwa-Gold Fields;
- yazisa umphathi wakho uma wazi ukuthi izinto zakho zombusazwe noma zelungu lomndeni osondelene nawe kungaholela ekutheni kubukeke njengokushayisana kwenhloso yomqashi nomqashwa noma kudale isimo senkohlakalo (bona ikhasi 10);
- esimweni lapho kunokuxhumana noHulumeni, gcwalisa iRejista Yokuxhumana Nabangaphandle kanye Nezibophezelo ikakhulukazi uma izibophezelo zihlobene nokuphakanyiswa kwenqubomgomo kahulumeni noma ukushintshwa komthetho nezimiso ezilawulayo; futhi
- bheka iNqubomgomo yakwa-Gold Fields Limited Elwa Nokugwazisa kanye NeNkohlakalo.

UNGALOKOTHI:

- Usebenzise isikhathi sabakwa-Gold Fields, impahla noma ithuluzi ukwenza noma ukweseka imisebenzi yakho yombusazwe – yenze njalo ngesikhathi sakho futhi usebenzisa izinsizakusebenza zakho.

Indlela Yokuziphatha ikhuluma nami.

Umuntu osebenzela ihhovisi likamasipala, olesekayo ibhizinisi lethu unomcimbi wokukhuphula isikhwama. Uvamise ukuthatha izinqumo eziyivunayo imboni yezimayini zabakwa-Gold Fields. Ngingasifaka isicelo senkokhelo yezindleko zesidlo sakusihlwa kwabakwa-Gold Fields?

A

Cha, uma ungenza lokho kungabukeka njengomnikelo kwezombusazwe okungaphambana Nendlela Yethu Yokuziphatha. Ungaya wena khona ngesingawe kodwa akufanele usebenzise impahla noma izimali zabakwa-Gold Fields noma uhlinzeke ngezinto ezinegama lakwa-Gold Fields kulowo mcimbi. Uma ucabanga ukuthi ukubamba iqhaza kwakho kungabangela ukushayisana kwezinhloso zomqashwa nomqashi, khuluma noSekela Mphathi: Inhloko Yomthetho noma uSekela Mphathi: Ukuthobela inkampani.

Iminikelo ivumelekile?
IRijini yethu inikezele ngokokufunda kwesayensi nezinye izinto Zemfundo kanye nempahla abakwa-Gold Fields abangezukuzisebenzisa kuMasipala. Kuvumelekile lokhu?

A

Yebo, uma kuhlinzekwe ngokweNqubomgomo Yokunikela KweNkampani Kwezenhlalo/Corporate Social Investment (CSI) policy. Iminikelo yesihe ezikoleni noma komasipala yingxenye yokuqinisekisa imiphakathi ezinzile ngokwabelana ngezinto ezingamagugu. Ingxenye yezindleko ze-CSI Yenkampani ivumelekile eNdleleni Yethu Yokuziphatha. Ngenxa yokuthi ingahle ilawulwa yimithetho yangaphakathi, kumele njalo uthole incazelo kuSekela Mphathi wakho: Inhloko Yomthetho noma kuSekela Mphathi: Inhloko Yozinzo kuRijini yakho. Iminikelo kumele ithunyelwe ngqo ezikoleni noma eSigungwini esiphethe isikole kunokunikeza umuntu othile osebenzela isikole noma Isigungu esiphethe isikole. UMphathi weNtuthuko Ezinzile kumele agcine irekhodi elibhaliwe libikwe eSigungwini SeRijini njalo ezinyangeni ezintathu.

ULWAZI OLUYILO NOLUPHELELE, AMAREKHODI, UKUBIKA NOKUZIBOPHEZELA

Isifinyezo

Kwa-Gold Fields sibhala phansi futhi sibike ulwazi lolubili olwezimali zenkampani kanye nokungesilo olwezimali zenkampani, lokhu sikwenza ngokwethembeka, senza ngokuyikho ngokungavuni muntu. Noma yiluphi ulwazi abasebenzi bakwa-Gold Fields abalwenzayo kumele luveze zonke izimali ezithintekayo nokwenzekile ngokuyikho. Lokhu kufaka phakathi intuthuko ezinzile kanye nemininingwane Yezokuqashwa Kwabasebenzi, kanye nemininingwane yezimali. Ukuqamba amanga ngamarekhodi nokuhlanezela amaqiniso kanye nolwazi ngeke kwafakazelwa noma kuxolelwe. Abakwa-Gold Fields basebenzisa indlela yokungabekezeleli lutho (zero approach) oluphathelene nokukhwabanisa.

Imininingwane

Kudingekile ukubhala kanye nokubika ulwazi lwezimali nokungelona olwezimali ngokwethembeka, ngokuyikho nangokungavuni muntu ngoba lokho:

- kuvikela ubuqotho negama labakwa-Gold Fields;
- kuhlangabeza ukuzibophezela kwethu emthethweni nasezimisweni;
- kuqinisekisa ukuthi siyakwenza ukuziphendulela kwethu kubahlomulizabelo kanye nabanye Ababambiqhaza bangaphandle; futhi
- kuyasazisa futhi kweseke esikwenzayo kanye nezinqumo zethu zebhizinisi.

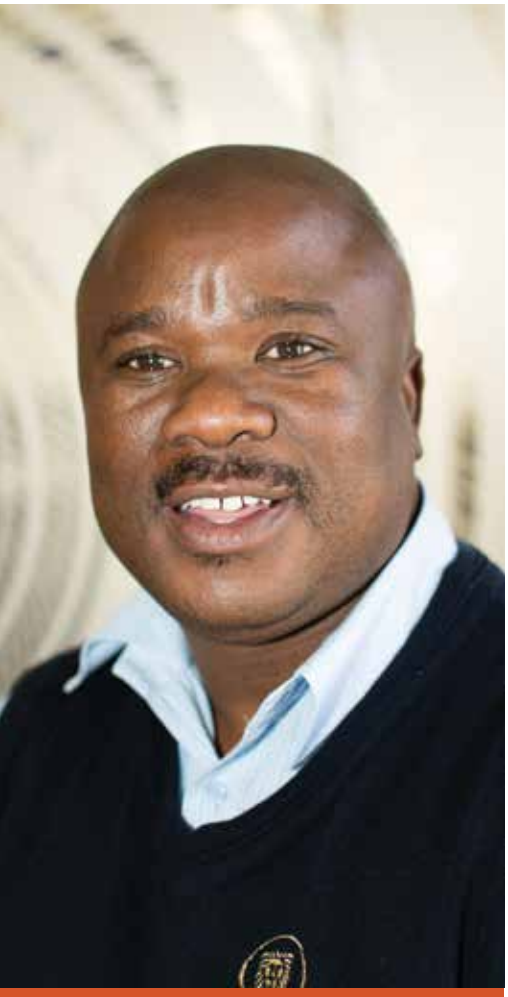
Lonke ulwazi wena olwakhela abakwa-Gold Fields kumele luveze isithombe esiyiso sezimali kanye nokwenzekile. Lokhu kufaka phakathi ulwazi olubhalwe phansi ephepheni, noma olugcinwe kukhompyutha, ama-imeyli noma ezinye izinhlobo zokuxhumana okumele zakhiwe, zigcinwe, ziphinde zishatshalalilswe ngokuhambisana nomthetho ofanele, imithetho yokugcinwa kwemininingwane eyimfihlo yabakwa-Gold Fields kanye nezinqubo zenqubomgomo Yolwazi Lobuchwepheshe (IT). Noma yiluphi ulwazi olwakhayo noma olutholayo ngenkathi usaqashiwe noma usebenzela abakwa- Gold Fields lungolwakwa-Gold Fields. Kumele luphathwe futhi luvikelwe ngendlela efanele.

Abakwa-Gold Fields kabakuvuni ukwehluleka ukugcina amarekhodi ayiwona naphelele, ukuqamba amanga ngolwazi noma ukwakha ulwazi oludukisayo. Lokhu kungachazwa njengokukhwabanisa noma ukwaphulwa kwelungelo lesintu futhi kungaholela ekutheni abakwa-Gold Fields bazithole kwabona sebenecala.

Amaphutha ekukhokhweni kwezimali

Noma yikuphi ukukhokhwa kwemali eyeqile noma ukukhokhelwa kwakho imali eyeqile noma ukukhokhelwa komuntu wangaphandle ngephutha noma ukukhokhelwa kwakho noma umuntu wangaphandle izimali ezinganifanele, kumele kubikwe kuMphathi Wakho ngokukhulu ukushesha. Ngaphezu kwalokho:

- Amaphutha ezinkokhelo kubasebenzi noma abantu bangaphandle kumele abikwe kuMphathi wakho ngokukhulu ukushesha. Lezi zinkokhelo kungenzeka zivele ephepheni lomholo, embikweni wasebhange noma-ke ngayiphi enye indlela.
- Ukusizakala ngamaphutha ezinkokhelo noma ukungawabiki kuthathwa njengecala elibi elingadala uxoshwe emsebenzini.
- Uma kunenkinga ukuthi uqonde ukukhokheleka kwakho umholo, siza ucele iseluleko kuMphathi wakho.
- Uma unikwe umsebenzi wokugunyaza noma ukwenza izinkokhelo, bese kutholakala ukuthi ugunyaze ngokungekho emthethweni noma wenze inkokhelo uyoba necala lokungaziphathi kahle futhi lokho kungaba yicala ongalixoshelwa emsebenzini.
- Ukusiza kanye nokukhuthaza iphutha lokukhokhela umsebenzi noma umuntu wangaphandle yicala elinzima nongalixoshelwa emsebenzini.
- Ukunikezwa noma iyiphi imali, umhlomulo noma ukusizakala kunoma yimuphi umuntu ukuze ube ngumxhumanisi wokwenza iphutha lenkokhelo, kanjalo nakho, yicala elinzima ongalixoshelwa emsebenzini.



Kufanele NJALO:

- qinisekisa ukuthi konke okuthinta ukusetshenziswa kwezimali kugunyaziwe ngokomthetho kwabhalwa phansi ngendlela efanele;
- uhambisene Nenqubomgomo i-ABC YeNkampani yakwa-Gold Fields;
- qinisekisa ukuthi bonke abathintekayo ezimalini bakhona ezinhlelweni zakwa-Gold Fields futhi bagunyaziwe. Lokhu kufaka phakathi abathengi, amasaplaya, ama-ejenti, ongoti abangababonisi, esibambisene nabo bakwa-JV kanye namanye amabhizinisi esibambisene nawo;
- cabanga futhi ulandele Uhlaka Lwezimvume zabakwa-Gold Fields (Gold Fields Approval Framework);
- bambisana ngokugcwele NabaHlolimabhuku bangaphakathi, Ukuhambisana Nenkampani (Group Compliance) kanye NabaHlolimabhuku bangaphandle ubahlinzeke ngolwazi okuyilona;
- gcwalisa futhi uvume izicelo zenkokhelo yezindleko njengoba kushiwo OHlakeni Lokuvuma izicelo (Approvals Framework); futhi
- bika zonke izinsolo nokungahambi kahle mayelana nokuziphendulela, ukuhlolwa kwamabhuku noma nazo zonke izinqubo zokulawula ngaphakathi.

Izikhulu eziphatha izimali, abaphathi kanye nalabo okuwumsebenzi wabo ukubika ngezimali nokuphathwa kwazo banomsebenzi owedlulele wokwakha kanye nokugcina izindlela zokulawula ezifanele ukuqinisekisa ukuthi imibiko yezimali nokuphathwa kwazo iyona yona, iphelele, ayivuni muntu, icacile futhi iyezwakala, nokuthi yenziwa kusenesikhathi.

UNGALOKOTHI:

- ngabomu ufake embikweni izinto ezingelona iqiniso nezidukisayo, ezinjengemibhalo, amarekhodi noma izicelo zokukhokhelwa izindleko;
- ushintshe umbhalo noma amarekhodi, okuphathelene nemali noma okungeyona imali ngenhloso yokukhohlisa;
- ulahle, udayise, noma uthuthe impahla yenkampani ngaphandle kwezincwadi ezifanele kanye namagunya; futhi
- uvimbe noma wenzelele inqubo elandelwayo ngaphakathi kwendawo yomlawuli kufaka phakathi kodwa kungagcini lapho, njengokufihla noma ukucima ulwazi lwakwa-Gold Fields.

Noma ngasiphi isikhathi uma uba nezinsolo ngeqiniso eliphathelene nezimali noma kungezona noma uma ucelwa ukuba unikeze ulwazi oludukisayo noma olungelona iqiniso kufanele uzidalule izinsolo masinyane. Khuluma noSekelaMphathi: Inhloko Yezimali kuRijini yakho noma i-CFO uma ungenasiqiniseko sokuthi into ethile uyibhala kanjani phansi noma uma unezinsolo zokuthi kukhona okungabhaliwe ngendlela efanele lapho-ke kumele ubikele ngokushesha i-CFO. Uma ukhathazekile ngokuthile futhi uqoka ukukuxoxa ngasese shayela Ucingo Lokubika inkohlakalo lwakwa-Gold Fields..

> Indlela Yokuziphatha ikhuluma nami.

OWANGAPHAKATHI OHWEBAYO

Nakuba ukhuthazwa ukuba nezabelo kwa-Gold Fields, ukuhweba ngezibambiso (securities) noma izitokwe (stocks) ezigxiliswe olwazini olungaphumeli emphakathini, noma ukuhlinzeka abanye ngolwazi olungaphumeli emphakathini ukuze bahwebe, akukho emthethweni futhi kungaholela ekuboshweni. Abakwa-Gold Fields nabo banelungelo lokuqondisa izigwegwe noma ubani owenza lokhu ngokungemthetho.

Okunye futhi noma yikuphi ukwenza okuthinta izabelo noma izibambiso zakwa-Gold Fields noma ngezabelo noma izibambiso zezinkampani abakwa-Gold Fields abanentshisekelo nazo, kumele kube msulwa futhi kuhambisane nayoyonke imithetho efanele kanye nezidingo ezifanele zezimakethe zezimali. Mayelana nalokhu abasebenzi belulekwa ukuba baxhumane nabaphethe Ukuthengiswa Nokuthengwa Kwezabelo Zenkampani (Group Share Dealing) kanye Nenqubomgomo ephathelene Nokuxhashazwa Kwezimakethe (Market Abuse Policy).

- Kumele uhloniphe izikhathi zokuvala kwezabelo zakwa-Gold Fields. Lezi zikhathi zokuvala uyozaziswa isikhathi nesikhathi uNobhala Wenkampani yakwa-Gold Fields futhi kumele nakanjani uzithobele.
- Uyanxuswa ukuba ufune iseluleko sabezomthetho abazimele noma uxhumane noSekelaMphathi Wesigungu: uMmeli Omkhulu Wenkampani uma ungaqinisekile kahle ngemithetho ekubophezelayo mayelana nokuhweba ngezabelo kwa-Gold Fields nangaziphi nje izabelo lapho abakwa-Gold Fields bekhombisa intshisekelo khona.
- Onke amalungu eBhodi lakwa-Gold Fields kanye nabaqondisi bezinkampani ezinkulu ezingaphansi Kwenkampani yakwa-Gold Fields kumele babike yonke imininingwane emayelana nokuthinteka kwabo ezabelweni zakwa-Gold Fields noma izibambiso zezinkampani lapho abakwa-Gold Fields benentshisekelo khona, ngokubhalela uNobhala Wenkampani emva kokuba izimvume ezidingekayo zokuhweba sezitholakele kuSihlalo Wenkampani. Lokhu kufaka phakathi okwenziwa ngumkakho noma umyeni, izingane zakho noma ngamaTrasti noma izinkampani lapho bona noma omunye wabo enokulawula khona.
- Onke amalungu Esigungu sakwa-Gold Fields, abasebenzi Emnyangweni Wentuthuko Yezamabhizinisi (Corporate Development department) kanye nabasebenzi abanokufinyelela olwazini olubucayi lwentengo nolwazi oluyimfihlo kumele bathole imvume (clearance) kuSekela Mphathi Wesigungu: uMmeli Omkhulu Wenkampani kanye Nesiphathimandla Esiphezulu (CEO) mayelana nokuthinteka kwabo ezabelweni zakwa-Gold Fields noma izibambiso zezinkampani lapho abakwa-Gold Fields benentshisekelo khona.
- Akekho noyedwa phakathi kwakho, noshade naye noma amalungu omndeni asondelene nawe abavunyelwe ukuthenga izabelo noma izibambiso kwabangaphandle (noma abangaphandle abangahle basebenzisane nabakwa-Gold Fields) ngokubaqoka ngaphandle kokuthola imvume yoMphathi ebhaliwe kuqala, ku-CFO noma kuSekela Mphathi Wesigungu: uMmeli omkhulu Wenkampani.

Indlela Yokuziphatha ikhuluma nami.

Q

Ngizwa ukuthi abakwa-Gold Fields bacabanga ukuba nenkampani yemayini ehwebisa umphakathi. Ngingakwazi yini ukuba nestokwe kule nkampani ngisalinde ukusungulwa kwayo?

A

Qha, ukuhweba ngolwazi olungaphumeli emphakathini akukho emthethweni futhi kungukwephula iNdlela Yokuziphatha, noma uhweba ngezibambiso zakwa-Gold Fields noma lezo zezinye izinkampani.

Kusho ukuthini ukuhweba kongaphakathi?

"Ukuhweba kongaphakathi" yisisho abaningi abantu abasimatanisa nesenzo esingekho emthethweni. Kodwa empeleni kusho kokubili isenzo esisemthethweni nesingekho emthethweni. Okusemthethweni yilapho abangaphakathi ebhizinisini – izikhulu, abaqondisi, kanye nabasebenzi – bethenga futhi badayise istokwe ezinkampanini zabo. Ukuhweba kongaphakathi okungekho emthethweni kuqondiswe ngokujwayelekile ekuthengeni noma ekudayiseni izabelo, ngokwephula umthetho wesibophezelo sokuhambisa inhloso yenkampani phambili noma obunye ubuhlobo bokwethembeka nobumfihlo, ebe futhi enolwazi okungamele luphumele emphakathini.

Ukwephulwa komthetho wokuhweba kongaphakathi kungafaka phakathi 'ukuthiphisa' noma ukudlulisela ulwazi olunjengalolo kwabanye noma ukufinyelela kulolu lwazi ngokungemthetho ukuze uhwebe ngazabelo.
Izibonelo zokuhweba kongaphakathi zingafaka phakathi lokhu:

- izikhulu zebhizinisi, abaqondisi, kanye nabasebenzi abahweba ngezabelo zebhizinisi ngemuva kokuzwa ngezentuthuko zebhizinisi ezinkulu neziyimfihlo;
- abangane, abahlobene nebhizinisi, amalungu omndeni, kanye nabanye 'abathiphisiwe' balezo zikhulu, abaqondisi, kanye nabasebenzi, abahwebe ngezabelo ngemuva kokuthola ulwazi olunjalo;
- abasebenzi bomthetho, amabhange, izinkampani zamabrokha nezabaprintayo abathola lolu lwazi Ukuze bahlinzeke imisebenzi ebhizinisini bese behweba ngezabelo;
- abasebenzi bakahulumeni abathola lolu lwazi ngenxa yokuba besebenzela uhulumeni; kanye
- nabanye abantu abasebenzisa kabi ulwazi, basizakale ngolwazi oluyimfihlo abaluthola kubaqashi babo.

Ngenxa yokuthi ukuhweba kwabangaphakathi kwehlisa ukuzethemba kwabatshali zimali ebulungisweni nobuqotho bezibambiso nezimakethe, kube sekuthathwa njengokwephula kanzima umthetho ongakuboshelwa.

Umthombo: Ilungisiwe ivela ku- www.sec.gov

EZINYE IZINDAWO EZITHINTWA YINDLELA YOKUZIPHATHA

Ukusetshenziswa kwemisebenzi nempahla yabakwa-Gold Fields

Imisebenzi nempahla yabakwa-Gold Fields okungeyona imihlomulo yokusebenza akumele kusetshenziselwe izinhloso okungezona ezenkampani ngaphandle kokuthola imvume ebhaliwe kaMphathi wakho.

Kudingeka uhloniphe impahla yakwa-Gold Fields nokugwema ukumosa nokusebenzisa impahla nezinsizakusebenza ngokungadingekile.

Imisebenzi nezinsizakusebenza zabakwa-Gold Fields kumele kusetshenziselwe kuphela inhloso ezibekelwe yona, hhayi ezinye izinhloso ngaphandle kwemvume yoMphathi wakho.

Abasebenzi, izikhulu kanye nabaqondisi baphoqekile ngokomsebenzi futhi ngaso sonke isikhathi ukuba babeke izinhloso zabakwa-Gold Fields phambili.

Ukugcina isikhathi kanye nelivu

Ukungalawuleki, ukungethembeki nokuxhaphaza isikhathi somsebenzi kuwukwephula iNdlela Yokuziphatha futhi kungaholela ekuqondisweni kwezigwegwe.

Kanjalo, ilivu engagunyaziwe kanye nokuxhashazwa kwelungelo lelivu yokugula kuwukwephula iNdlela Yokuziphatha futhi kungaholela ekuqondisweni kwezigwegwe.

Ukusizakala ngokungafanele ngelivu noma ukubalwa ngephutha kwezikhathi ezeqile zokusebenza, ukungabiki ngakho kuyicala elinzima ongaxoshwa ngalo emsebenzini.

Impahla nezimali zakwa-Gold Fields

Kwa-Gold Fields, bonke abasebenzi banesibopho ngokomthetho sokuvikela impahla, imikhiqizo yengqondo kanye nezimali zakwa-Gold Fields.

Sihambisana nayo yonke imithetho nezibophezelo ezifanele esibhala ngayo, sigcine ngayo futhi sibike ngayo ulwazi. Okufakiwe lapha Yizilinganiso Zomhlaba Zokubika Ezezimali/ International Financial Reporting Standards (IFRS) kanye Nemigomo Eyamukelekile Jikelele Yokuziphendulela/ Generally Accepted Accounting Principles (GAAP) lapho siqhuba khona ibhizinisi.

Kwa-Gold Fields sihlala sithembekile, siqonde ngqo futhi sibeka obala izinto esizenzayo. Siyazama ukubhala ngokuyikho kanye nokubika ngokuyikho imininingwane nemiphumela.

Indlela Yokuziphatha ikhuluma nami.

Ukuhweba kwebhizinisi

Ukusetshenziswa kwabeluleki, ukungena ezivumelwaneni zokuthenga nokukhishwa kwamathenda kumele kwenziwe kugxiliswe ezingeni, ukulethwa komsebenzi, intengo kanye nokuthi lezi zinto ziyatholakala, ngaphakathi kwemikhawulo yezinqubomgomo, izinqubo nayo yonke imithetho efanele Yenkampani yabakwa-Gold Fields.

Bonke abasaplaya ngezimpahla nemisebenzi kumele babe ngabangenasici nabaqotho uma bezokwenza ibhizinisi nabakwa-Gold Fields futhi kufanele babe ngabahloliwe Yikomidi Elihlunga Izinkampani lakwa-Gold Fields.

Amandla okuthenga abakwa-Gold Fields noma yimiphi eminye imihlomulo ehlobene nalokhu akufanele ukusetshenziswa ukuzuzisa abantu ngabodwana. Ukonga okuhlelwe ngabakwa-Gold Fields kumele kuzuzise abasebenzi babo, akulungile ukuzifunela noma ukwamukela izaphulelo noma imihlomulo kumasaplaya, abeluleki, abathengi noma abanye abahlobene ngebhizinisi nabakwa-Gold Fields ukuze uzuze wena ngokwakho.

Abaqondisi kanye nezikhulu noma abasebenzi abasebenza kwezezimali, asebedlelwe impahla noma abangasenamali, kumele baphumele obala ngalokho bazise abaPhathi babo. Noma ngumuphi umqondisi, isikhulu noma umsebenzi oke wasuswa esikhundleni esithile ngenxa yokungaziphathi kahle noma oke walahlwa yicala lokweba, lokukhwabanisa, noma lokungethembeki kumele akuveze lokho kuMphathi wakhe.

Uyoba nokuziphendulela mayelana nazo zonke izimali, amasheke, imibhalo nempahla yakwa-Gold Fields efinyelela kuwe ngesikhathi usaqashiwe noma ngenxa yesikhundla sakho njengesikhulu noma njengomqondisi wakwa-Gold Fields. Ukukhokhelwa kwempahla kanye nemisebenzi kumele kwenziwe emva kokufika kwe-invoyisi engewona umfuziselo (original) egunyazwe yinduna efanele, futhi sekubhekisisiwe ukuthi iyahambisana nemigomo nemibandela yesivumelwano esifanele. Okwehlukile kulokhu kumele kugunyazwe nguSekelaMphathi wakho: Inhloko Yezomthetho noma uSekelaMphathi: Inhloko Yezimali.

Imali engatholakalanga ngokomthetho (Money laundering)

Imali engatholakalanga ngokomthetho ngokuvamile isho ukuphuma nokungena kwezimali ngendlela yokuthi izigebengu – kuhlanganisa izinhlangano zabashokobezi – zizama ukufihla imali etholakele, umthombo wayo noma ubunjalo bezenzo ezingekho emthethweni.

Imali engatholakalanga ngokomthetho ihlanganisa ubugebengu obukhulu obunhlobonhlobo futhi obugcina buyingozi ebuqothweni bezimakethe zezimali kanye nomnotho.

Noma yikuphi okwenziwa ngumsebenzi okusolakala ukuthi kweseka ukufihlwa kwemali engatholakalanga ngokomthetho akunakuvunyelwa. Uma ucabanga noma usola ukuthi kukhona okwenzekayo okungekho emthethweni nokuhlobene nalokhu, xhumana noSekelaMphathi: Wezimali kuRijini yakho, noma i-CFO.

ISITATIMENDE SENQUBOMGOMO YAMALUNGELO ESINTU

Siyawahlonipha amalungelo abantu futhi sizimisele ukuhlonipha wonke amalungelo, isithunzi nenkululeko yabo bonke. I-Gold Fields isekela i-United Nations Universal Declaration of Human Rights.

E-Gold Fields sihlonipha isithunzi, ubumfihlo bomuntu ngamunye namalungelo omuntu siqu azo zonke izisebenzi futhi sizimisele ukulondoloza indawo yokusebenza engenalo ubandlululo nokuhlukunyezwa kwanoma iluphi uhlobo. Izisebenzi akufanele zibandlulule ngenxa yemvelaphi, ubuzwe, inkolo, uhlanga, ubulili, iminyaka noma ukuthambekela kwezocansi, noma zihlanganyele ekuhlukumezeni ngamazwi noma ngokomzimba kwanoma iluphi uhlobo. I-Gold Fields ineQembu leNqubomgomo Yamalungelo Abantu elihlanganisa lokhu okulandelayo futhi ivikela amalungelo kwalaba:

- isithunzi somuntu;
- ukungabi isisulu sanoma iluphi uhlobo lobandlululo olungenabulungisa noma ukuhlukunyezwa;
- ukuphathwa ngobulungiswa (mayelana nemibono yokuqinisekisa amaqembu abencishwe amathuba ngaphambili);
- inkululeko nokuphepha komuntu;
- ukungabi ngaphansi kokushushumbiswa kwabantu, ukuba isigqila, ukugqilazeka, nokusebenza okuyimpoqo;
- inkululeko ngokukanembeza, ngokwenkolo, ngokuthambekela ocansini, ngokokucabanga, ngokwezinkolelo, ngokombono, nangokwesiko;
- inkulukelo yokukhuluma (mayelana nokucatshangelwa kobumfihlo nokuvinjelwa kwenkulumo enenzondo nokukhuthaza okudala ingozi);
- ukuhlanganisa ngokuthula;
- inkululeko yokuzihlanganisa neyokuxoxisana ngokuhlanganyela;
- ukwenza izinqumo zezepolitiki nokusebenzisa lawo malungelo ngaphandle kwasemsebenzini;
- inkululeko yokuhamba kuhlanganise nokuncishiswa kwabantu abalahlekelwa izindawo zokuhlala (mayelana nesinxephezelo esifanele lapho lokhu kungenakugwenywa);
- ukusebenza ngendlela enobulungisa;
- ukungasebenzi ngoba usengumntwana;
- ukungadlelwa izimpahla noma izinto onazo ngaphandle kwesizathu;
- ukuhlanganyela ngokukhululekile esikweni olikhethayo;
- isenzo esingokomthetho, esinengqondo, nesingakhethi; kanye
- nokungaboshwa noma ukuvalelwa ngokungemthetho.

FUNDA YAMUKELA QHAKAMBISA AMALUNGELO ESINTU

Uma unomuzwa wokuthi indawo osebenza kuyo ayizilandeli izimiso ezingenhla ukhuthazwa ukuba uveze izikhalazo zakho ku-Regional Head of Sustainable Development, ku-Regional Head of HR noma ku-VP: Inhloko Yezomthetho.

Uma noma isiphi isisebenzi sikholelwa ukuthi kunothile ophula iNqubomgomo Yamalungelo Abantu noma umthetho, sicelwa ukuba sibikele i-VP yaso ngokushesha: Inhloko Yezomthetho, I-EVP: I-Group General Counsel noma uma ufisa, kwabangaziwa ku-Gold Fields Tip-offs Hotline.

UHLU LWAMAREJISTA

Lapha ngezansi kunohlu lwamarejista anhlobonhlobo okumele agcwaliswe, kuye ngokuthi kwenzekani, kanye nokuqinisekisa ukuthi awuyaphuli iNdlela Yokuziphatha.

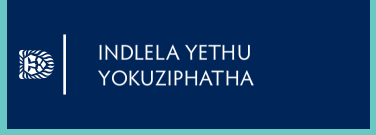
Amakhophi amaRejista angathululwa kuphothali YeNdlela Yokuziphatha esaythini ye-intranethi yakwa-Gold Fields noma eMnyangweni Wezomthetho. Kumele la makhophi ahanjiswe eHhovisi Lezomthetho kuRijini yakho.

- IRejista Yezingqungquthela kanye Nokukhuluma Nomphakathi
- IRejista Yokushayisana Kwezinhloso Zomqashwa Nomqashi
- IRejista Yokuxhumana Nabangaphandle Nokuzibophezela
- IRejista Yokusiza Yokuzama Ukugwazisa
- Izipho, Impatho kanye Nezokuzijabulisa

”

Indlela Yokuziphatha ikhuluma nami.

AMANOTHI


INDLELA YETHU
YOKUZIPHATHA

GOLD FIELDS