

Ethics Communication - December – 2023

Honesty – refusal to lie, steal, or deceive in any way



Que :- What is Inappropriate use of Company’s Resources?

Ans :- Inappropriate use of Company resources refers to the misuse or abuse of the Company’s assets, property, resources, or funds by its employees or directors for the personal gain. The Company’s assets may include physical property, such as equipment, vehicles, and supplies, as well as intangible assets, such as proprietary information, intellectual property, and software.

Que :- What are the other examples of Inappropriate use of Company’s Resources?

Ans:- The following are examples of misuse of Company’s Assets :

- Improper use of Company’s vehicle for vacations or other personal recreation.
- Misuse of company work vehicles or equipment to perform side jobs on weekends or after hours.
- Renting of company equipment or materials to third parties.
- Using the facility or company materials to create competing goods or counterfeit goods.
- Running a competing business out of your company.
- Directing unknowing subordinates or employees to perform tasks that benefit a ghost business.
- Providing family or friends with unsanctioned discounts or free merchandise (sweethearting).
- Misusing the company computer system or employee technology permissions (hosting their own websites, running a side business using company computers or other devices).
- Theft of office supplies and postage.

You should report about such inappropriate use of Company’s Resources in following manner;

In case you are an employee by login to the website (SGC and ethicsline link) or by an email to ethicsline@gfl.co.in

In case you are any Stakeholder by email to ethicsline@gfl.co.in

Please note that Employee and Stakeholder Grievance or Concern will be directed to the Chief Ethics Officer without disclosing their identity.

