

Integrity Maintenance Ltd. ("INTEGRITY") – Code of Conduct - 2024

Background

"Integrity Maintenance Ltd. ("INTEGRITY") was established 17 years ago by founders Mark and Tracy Slykhuus. Situated in the town of Carlyle in southeast Saskatchewan, Canada since its inception, "INTEGRITY" now boasts a team of approximately 75 employees and extends its operations to various towns and rural areas in southeast Saskatchewan, including Estevan and Weyburn. The company primarily serves a diverse range of clients, including larger, mid-sized, and small business organizations involved in the exploration, extraction, production, refinement, and transportation of oil and gas energy within Saskatchewan, Canada. Some clients even engage in the global trade of locally produced oil and gas energy, specifically in the North American market. While "INTEGRITY" predominantly partners with local and domestic suppliers, it occasionally sources products internationally. The company is deeply committed to delivering value to all stakeholders while adhering to the highest ethical standards mandated by our clients, industry best practices, and governmental regulations. This dedication to integrity permeates every facet of business dealings, from the recruitment processes to procurement practices.

"INTEGRITY" remains well-versed in global sustainability initiatives such as the 'U.N. *Global Compact*' and the *International Labour Organization's (ILO) Fundamental Principles and Rights at Work (FPRW)*, which also includes provisions against *forced labor*. Additionally, the company is actively engaged with Canada's recent legislation, the *Fighting Against Forced Labour and Child Labour in Supply Chains Act*, formerly known as *Bill-s211*. This Act aims to enhance awareness and transparency in how businesses address forced and child labor within their supply chains. Under this Canada's Act, entities that are listed on a *Canadian stock exchange* or *conduct business operations in Canada* are subject to specific reporting requirements if they meet certain criteria, such as **having a minimum of \$20 million in assets, \$40 revenue, and or 250 employees**.

While "INTEGRITY" is not mandated to report under the terms of this Canada's Act due to its size and operational scope, the company upholds its commitment to upholding rigorous standards. "INTEGRITY" assures all stakeholders that it will diligently implement and maintain internal records related to the Act to promote ethical sourcing and labor practices within its operations. To support this initiative or to reinforce the commitment to ethical business practices, "INTEGRITY" has recently introduced the *Umbrella Code of Conduct-2024*. This comprehensive code applies not only to our organization but also extends to our vendors, contractors, and customer relationships. Upholding the highest standards of conduct is imperative for everyone associated with Integrity Maintenance Ltd. ("INTEGRITY"), and any breaches will be met with appropriate disciplinary actions.

Umbrella Code of Conduct

This umbrella code of conduct sets the basic behaviors and ethical standards for operation guidelines. All employees, vendors, subcontractors, and clients must follow the code of conduct where Integrity Maintenance Ltd. ("INTEGRITY") does business. "INTEGRITY" will equally enforce the appropriate disciplinary actions against all stakeholders who breach the umbrella code of conduct.

Our Values: Our organizational values have close ties with our family values that are founded on trust, integrity, and a robust ethical environment. Our values play a fundamental role as we grow our footings in the local market to attain the shared objectives of the organization at all levels: institutional, organizational, and individual levels.

Our Principles and Responsibilities: "INTEGRITY" has incorporated the ten principles of the United Nations Global Compact (UNGC) associated with Human rights, labor, environment, and anti-corruption in its operations and we also strongly urge our vendors, contractors/alliance partners, and customer relations to adhere those principles both in letter and spirit, as below:

Human Rights: We are dedicated to upholding human rights at all levels - local, provincial, national, and global – and pledge to prevent any form of human rights violations in our operations.

Labor: Our commitment extends to eradicating forced and child labor, ensuring non-discrimination in employment, and providing a safe and fair workplace environment for all.

Environment: Embracing sustainability, we take proactive steps toward environmental responsibility, promote green technologies, and strive to reduce our ecological footprint.

Anticorruption: We stand firm against all forms of corruption, including bribery and extortion, fostering a culture of transparency and integrity in all business dealings.

Corporate Social Responsibilities: Corporate Social Responsibility is ingrained in our ethos, with a three-tiered approach: at the institutional level, we aim to create value for all stakeholders through ethical entrepreneurship; at the organizational level, we uphold the responsibility of owners and management to manage wealth for the benefit of society; and at the individual level, we prioritize duty over rights and obligations, emphasizing equality and justice in economic interactions.

Goal zero: Spreading awareness: One of our key initiatives is 'Goal Zero: Spreading Awareness.' Committed to the Sustainable Development Goals (SDGs), we view spreading awareness as a crucial mission and an additional commitment to advancing the Global Goals.

Reporting/Recording: At our company, we prioritize transparency in our accounting and financial reporting, adhering to all relevant laws at local, provincial, national, (and international levels, especially regarding import and export regulations). While we are not obligated to report to *Public Safety Canada* under the *Fighting Against Forced Labour and Child Labour in Supply Chains Act*, we uphold detailed internal records to ensure accountability.

Equity, diversity, and inclusion: Our unwavering commitment to equity, diversity, and inclusion drives us to treat every individual with dignity, respect, and appreciation. Embracing workplace diversity not only fosters innovation and growth but also encourages everyone to advocate for these values. Together, let us champion equity, diversity, and inclusion to create value for all.

Workplace health and safety: The safety and well-being of our stakeholders are paramount to us as we strive to create a workplace that fosters the highest levels of job satisfaction and collective success. We are dedicated to promoting a culture free from discrimination and sexual harassment, ensuring a healthy and safe environment for all.

Conflict of interest: We hold ourselves and all stakeholders to the highest ethical standards in every aspect of our business dealings. Upholding integrity is at the core of our values, and we expect all individuals to demonstrate exemplary moral conduct and promptly address any conflicts of interest that may arise.

Mark Slykhuis

Mark Slykhuis, President
March 22, 2023

INTEGRITY MAINTENANCE LTD.

BOX 725 CARLYLE SK.

S0C 0R0

P. 306.453.0077 F. 306.453.2298

References

- Balakrishnan, J., Malhotra, A., & Falkenberg, L. (2017). Multi-level corporate responsibility: A comparison of Gandhi's trusteeship with stakeholder and stewardship frameworks. *Journal of Business Ethics*, 141(1), 133-150. <https://dx.doi.org/10.1007/s10551-015-2687-0>
- Brown, J. A., Clark, C., & Buono, A. F. (2018). The United Nations global compact: Engaging implicit and explicit CSR for global governance. *Journal of Business Ethics*, 147(4), 721-734. <https://doi.org.libraryresources.columbiasouthern.edu/10.1007/s10551-016-3382-5>
- Cerutti, M., & Rossi, V. (2019). A goal in every cup: Lavazza approach in integrating the SDGs into Strategy. *Symphony: Emerging Issues in Management*, 1, 86-95. <https://libraryresources.columbiasouthern.edu/login?url=https://search.ebscohost.com/login.aspx?direct=true&db=edb&AN=141087805&site=eds-live&scope=site>
- Hickson, L. (2016). Monitoring financial conflict of interest. *Research Management Review*, 21(1). <https://libraryresources.columbiasouthern.edu/login?url=https://search.ebscohost.com/login.aspx?direct=true&db=eric&AN=EJ1134096&site=eds-live&scope=site>
- Makela, H., & Nasi, S. (2010). Social responsibilities of MNCs in downsizing operations. *Accounting, Auditing & Accountability Journal*, 23(2), 149-174. <https://dx.doi.org/10.1108/09513571011023174>
- Peel, J. K., & Lorello, G. R. (2021). Equity, diversity, and inclusion code of conduct of anesthesiology departments. *Canadian Journal of Anesthesia*, 68(2), 268-269. <https://dx.doi.org/10.1007/s12630-020-01851-w>
- Public Safety Canada. (2024, March 13). *Forced labour in Canadian supply chains*. *Public Safety Canada*. <https://www.publicsafety.gc.ca/cnt/cntrng-crm/frcd-lbr-cndn-spply-chns/index-en.aspx>
- Reneas becomes signatory of 'U.N. Global Compact' initiative. (2021, April 23). *Food & Beverage Close-Up*. <https://go-gale-com.libraryresources.columbiasouthern.edu/ps/i.do?p=ITOF&u=oran95108&id=GALE|A659441754&v=2.1&it=r&sid=ebsco>
- Robbins, S. P., & Judge, T. A. (2018). *Organizational behavior* (18th ed.). Pearson.
- Sethi, S., Veral, E., Shapiro, H., & Emelianova, O. (2011). Mattel, Inc.: Global manufacturing principles (GMP) – a life-cycle analysis of a company-based code of conduct in the toy industry. *Journal of Business Ethics*, 99(4), 483-517. <https://doi-org.libraryresources.columbiasouthern.edu/10.1007/s10551-010-0673-0>

The United Nations Global Compact. (n.d.). The ten principles: UN global compact. The United Nations Global Compact. Retrieved February 2, 2022, from <https://www.unglobalcompact.org/what-is-gc/mission/principles>

The United States – Department of Justice. (2014, February 4). *JP Morgan Chase to pay \$614 million for submitting false claims for FHA-insured and VA-Guaranteed Mortgage Loans*. The United States – Department of Justice. Retrieved February 6, 2022, from <https://www.justice.gov/opa/pr/jpmorgan-chase-pay-614-million-submitting-false-claims-fha-insured-and-va-guaranteed-mortgage>

UNDP. (n.d.). Sustainable development goals: United Nations Development Programme. UNDP. Retrieved February 5, 2022, from https://www.undp.org/sustainable-development-goals?utm_source=EN&utm_medium=GSR&utm_content=US_UNDP_PaidSearch_Brand_English&utm_campaign=CENTRAL&c_src=CENTRAL&c_src2=GSR&gclid=Cj0KCQiAgP6PBhDmARIsAPWMq6n-lAw5eQnhoEgYJ2X-IM93sCV3i3NuULBSHhRpF6oBCmqAYIwxZNUaAllqEALw_wcB

Wotruba, T. R. (1997). Industry self-regulation: A review and extension to a global setting. *Journal of Public Policy & Marketing*, 16(1), 38-54.