

Walmart 

Ukunyamiseka   
kwakha  
ukuthenjwa

Indlela Yokuziphatha



# ITheybhuli Yeziqulatho



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# Umyalezo osuka kuCEO Wethu



Sazimisela phantse kwiminyaka emashumi amathandathu eyadlulayo ukuba yinkampani eya kongela abantu ixesha nemali kwaye ibancede baphile ngcono. Sasingenayo indlela yokwazi ngezo ntsuku zakudala ukuba leliphi ithuba elikhulu kakhulu esinokuba nalo lokusebenzisa ubukhulu beshishini lethu ukwenza umahluko. Njengokuba ilizwe elisingqongileyo liqhubeka nokutshintshangesantya esikhawulezayo namhlanje kunakuqala-siyakuqinisekisa ukuzibophelela kwethu hayi ekuziqhelaniseni nokukhula kuphela, kodwa ukukhokela.

Sizikhumbuzo suku ngalunye ukuba umsebenzi wethu awukho nje malunga noko sikuphumezayo kodwa nendlela esikufezekisa ngayo Indlela esiliqhuba ngayo ishishini lethu ibaluleke njengeemveliso esizithengisayo kunye neenkonziso esizibonelelayo. Oko kuthetha ukuthobela imithetho yoluntu apho sishishina khona. Kodwa oko akwanelanga. Abasebenzi abasebenza eWalmart kulindeleke ukuba basebenze ngokusekwe kwixabiso lethu. Ulindelwethu lellokuba uya kubeka ubulungisa, ukulingana, okusesikweni kunye nokunyaniseka kumbindi wayo yonke into oyenzayo. Ngokusebenza ngale ndlela, elowo kuthi uya kudlala indima ebonakalayo ekwakheni inkcubeko, ekwakheni ukuthembana, nokwenza ukuba sikwazi ukufikelela kwiinjongo zethu kunye namandla ethu njengenkampani.

Umgaqo wethu wokuziphatha ubonakalisa okubalulekileyo kuthi. Usebenza kuthi sonke – kum, kumalungu eBhodi nakumagosa ethu, nakuye wonke umntu onxulumene neWalmart. Sikwalindele ukuba amaqabane ethu eshishini amkele imilinganiselo yethu kwaye ahlangebezane nale migangatho iphakamileyo. Abasebenzi kunye namaqabane angabelaniyo ngezi zinto abanakuba yinxalenye yeWalmart.

Nceda ufunde iKhowudi yethu. Bhokisela kuyo rhoqo. Mayikukhokele ukuba wenze izigqibo ezinyanisekileyo, ezifanelekileyo kwaye uthobele imithetho nemigaqo-nkqubo esebenza kwindlela esiziphatha ngayo. Ngokuyintloko sesi sikhokelo silula: yenza into elungileyo kwaye uthethe nanini na xa unenkxalabo okanye ubona into engalunganga.

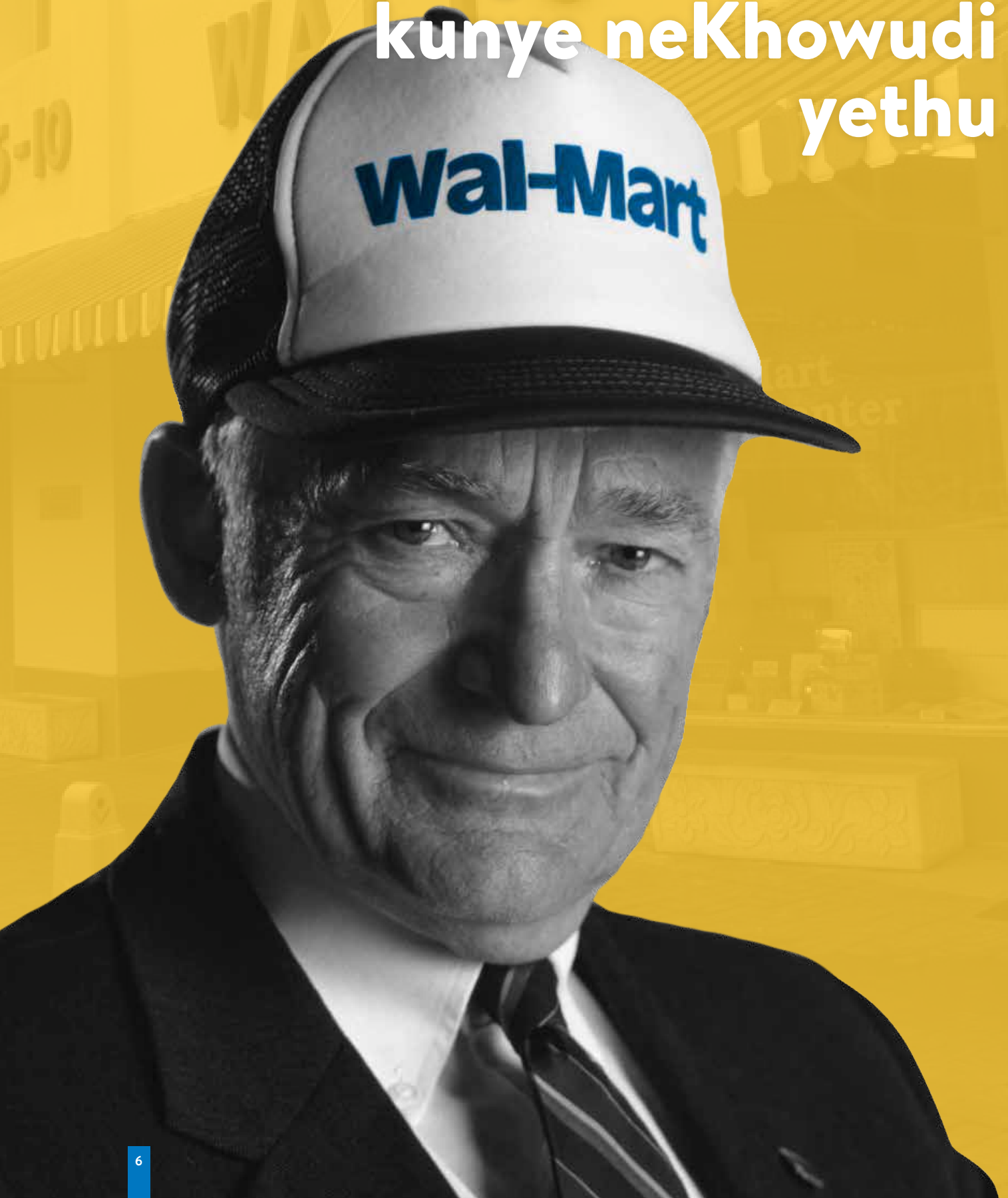
Enkosi ngokwenza indima yakho.



**UDoug McMillon**  
**UMongameli kunye ne-CEO**  
**Walmart Inc.**



# Imilinganiselo Yethu kunye neKhowudi yethu



# Imilinganiselo Yethu

Ukuthenjwa ngabathengi bethu, abahlali, abasebenzi bethu, kunye namaqabane ethu kwishishini yinto esenza sihambe phambili lokhuphiswano lwethu. Kubalulekile ukuba ucinge ngendlela oziphatha ngayo kwaye uqiniseke ukuba sidala inkcubeko ekhuthaza ukuthembana. USam Walton waseka inkampani eqhutywa yimilinganiselo yaye namhlanje isekwe kwiimpawu ezine eziphambili: intlonipho, inkonzo, ukugqwesa kunye nokuthembeka. Le milinganiselo ayiphelwa xesha. Xa ukuziphatha kwethu kulungelelaniswe nale milinganiselo mine, siya kwakha ukuthembana, senze imeko efanelekileyo yamaqela ethu, kwaye senze impumelelo.



## Ukuhlonipha Umntu Ngamnye

Sibaphatha ngesidima abantu, sikhokela ngomzekelo, kwaye siyamamelana. Sibona kwaye samkele ukwahluka ebantwini, izimvo, kunye namava.



## Inkonzo kuMthengi

Sibeka abathengi bethu kuqala, siyazithelekelela iimfuno zabo kunye nezinto abazidingayo, kwaye siyadlula kulindelo lwabo.



## Zabalazela ukuGqwesa

Siliqela eliqhuba kakuhle kwaye silindele okona kulungileyo kuthi. Siyawuthanda msebenzi wethu kunye neziphumo zawo.



## Yenza Ngokunyaniseka

Sinyanisekile, sinobulungisa, kwaye asikhethi. Siyathetha malunga neenkxalabo kwaye sithobela yonke imithetho kunye nemigaqo-nkqubo yethu.

Ukusebenza ngokungaguquguqukiyo nenjongo yethu kunye neenqobo zethu zokuziphatha kufuna ukuba inkcubeko yokuthembeka ikhokele zonke izigqibo zethu. Sizinikezele ekushishinini ngendlela eyiyo. IKhawudi yethu ibonisa ukuba singoobani njengenkampani kwaye ibonisa indlela esizisa ngayo inkcubeko yethu yokuthembeka ebomini emsebenzini wethu yonke imihla. Ingcibelelo yakha ukuthembana. Yiyo loo nto abasebenzi bethu, abathengi, abatyali mali, abathengisi, kunye namaqabane oshishino ekhetha iWalmart — bayazi ukuba silishishini abanokulithemba.

**“...Akukho nto inokuthabathela indawo ukusebenza nzima, ukuthembeka, kunye nokuzinikezela ekushiyeni eli lizwe libe yindawo ebhetele kunaleyo singene liliyo.”**

- Sam Walton, Umseki, Walmart Inc.



# Indlela Esetyenziswa Ngayo Ikhawudi Yethu





# Kutheni SineKhowudi

I-Walmart yinkampani yokuthengisa-kunye nolungiselelo, ukhathalelo lwempilo, ukuvelisa, ukuthengisa izindlu nomhlaba, kunye netekhnoloji. Sihlala sitshintsha. Senza izigqibo ezininzi yonke imihla, kwaye into elungileyo ukuyenza ayisoloko icacile. Ikhawudi yethu inokusinceda ukuba sithathe izigqibo ezizuzisa kunye nokwakha ukuthembana. Isixelela malunga nokuziphatha esikulindeleyo omnye komnye kunye nalapho sinokufumana khona ulwazi oluthe kratya okanye inkxaso. Ikhawudi yethu ijolise ekuziphatheni oku:



**Yakha ukuthembeka nabasebenzi bethu**



**Yakha ukuthembeka nabathengi bethu**



**Yakha ukuthembeka kumashishini ethu**

Ikhawudi yethu ibethelela ukuba iWalmart izinikele ekuthobeleni imithetho nemimiselo kuzo zonke iindawo esisebenza kuzo. Kuba siyinkampani yase-US esebenza kwihlabathi jikelele, abasebenzi bethu kwihlabathi liphela bahlala bexhomekeke kwiimfuno ezongezelelweyo zomthetho, kubandakanya neminye imithetho yase-US. Xa imithetho yasekuhlaleni okanye izinto eziqhelekileyo zingekho ngqongqo, iKhowudi yethu isasebenza. Ukuba ukholelwa ukuba iKhowudi yethu iyangqubana nomthetho wasekuhlaleni, nxibelelana nesebe lethu lakwa-Legal ukuze likukhokele ukuba wenzeni.

# Ngubani Ogutyungelweyo ngeKhowudi yethu

Ikhawudi yethu isebenza kubo bonke abasebenzi beWalmart kunye neenkampani zayo ezingaphantsi. Ikwasebenza nakwiWalmart kunye namalungu ebhodi ancedisayo xa besebenza njengabalawuli bethu. Ikhawudi yethu iguqulelwa kwiilwimi ezininzi ukuze abasebenzi bethu bayiqonde ngokulula. I-Walmart inokuguqula ikhontenti yeKhowudi yethu yokuZiphatha njengoko sitshintsha kwaye sijongana nemicimbi emitsha. Silindele ukuba ababoneleli bethu, abathengisi, abanikezeli beenkonzo, kunye namanye amaqabane oshishino asebenze ngokuthembeka nokuhlonipha imilinganiselo yethu. Iimfuneko ezithile zala maqela esithathu zibandakanyiwe kw Imigangatho Yababoneleli kunye / okanye kwizivumelwano zethu kunye nabo.

Abasebenzi abophula iKhowudi yethu banokufumana uqeqesho, ukuya kuthi ga kwaye kubandakanya ukugxothwa.

Kwiimeko ezinqabileyo, kunokuba kufanelekile ukungayinyanzelisi inxalenye yeKhowudi yethu. Ukucela ukurhoxiswa, nxibelelana ne-Ethics & Compliance kwangaphambili kwento ofuna ukuyirhoxisa. Xa amagosa olawulo okanye abalawuli befuna ukurhoxa, yiBhodi yaBalawuli yeWalmart kuphela (okanye ikomiti yeBhodi) enokubanika, kwaye bayakuchazwa esidlangalaleni xa umthetho ufuna njalo.

# Ufanele Uthethe Nini

Ukwakha ukuthembana kufuna ukuba senze into elungileyo kwaye sithethe xa sinemibuzo okanye sixhalabile. Ukuba awuyazi into elungileyo ukuyenza, cela ingcebiso kumphathi wakho, kwi-People Lead, okanye kwi-Ethics & Compliance. I-Ethics & Compliance inokukunika uluvo malunga nenyathelo elifanelekileyo onokulithatha. Yenza ilizwi lakho livakale kwaye ufumane iimpendulo ozifunayo.

Ukuba ubona, ukrokrela, okanye uxelelwa ngezinto ezophula iKhowudi yethu, imigaqo-nkqubo yokuthotyelwa, Imigangatho Yababoneleli, okanye umthetho, kufuneka uyixele. Ukujonga kwelinye icala okanye ukuvumela omnye umntu akhokele kungabonakala kulula, kodwa ukungaziphathi kakuhle okanye ukungaziphathi ngendlela esemthethweni kusenzakalisa sonke. Kuphelisa ukuthembana. Xela iinkxalabo zakho kwaye usebenze ngokupheleleyo nangokunyaniseka kulo lonke uphando lwangaphakathi.

## Indlela Yokuthetha

 **Uninzi lwezinto ezixhalabisayo zinokuxelwa kumphathi wakho, kwi-People Lead, kwi-Ethics & Compliance, okanye kwi-Legal.**

**Nangona kunjalo, ukuba inkxalabo yakho imalunga nenye yezi zinto zilandelayo, kufuneka ixelwe ngokukhawuleza kwi-Global Ethics & Compliance:**

- Ukunyoba (kuquka nakuphi na ukrokrela ukwaphulwa koMgaqo-nkqubo wethu Wokulwa Norhwaphilizo)
- Igosya lenkampani okanye umntu okuphethe ngokungqalileyo kunye nayiphi na i-CEO yenkampani enokwaphula iKhowudi yethu
- Ukuxoka ngeerekhodi zemali okanye ukuphazamisa ulawulo lwethu lwangaphakathi ekunikweni kwengxelo yezemali echanekileyo

Imigaqo-nkqubo yehlabathi okanye yengingqi inokubonisa imiba eyongezelelweyo ekufuneka ixelwe ngokuthe ngqo kwi-Ethics & Compliance.

Zonke iingxelo kwiiEthics & Compliance ziphathwa njengemfihlo kangangoko kunokwenzeka. Kuyanceda ekulandeleni ukuba uyazichonga. Ukuba awukhululekanga ekuzichazeni, unokwenza iingxelo ezingaziwa kwilnombolo Yoncedo ye-Ethics kangangoko umthetho uvuma.



### Iindlela Zokuqhagamshelana



Thetha nomphathi wakho, umphathi wenqanaba elilandelayo, i-People Lead, i-Ethics & Compliance, okanye i-Legal.



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



[ethics@walmart.com](mailto:ethics@walmart.com)



**800-963-8442 (1-800-WM-ETHIC)** E-US, Canada, ne-Puerto Rico, okanye inombolo yefowuni yasekuhlaleni edweliswe ekupheleni kweKhowudi yethu. Inombolo Yoncedo ye-Ethics iyafumaneka iyure ezingama-24 ngosuku, iintsuku ezisi-7 ngeveki kwaye iyafumaneka kuninzi lweelwimi zasekuhlaleni.



**Walmart Inc.**

Qwalasela: Global Ethics & Compliance, 702 SW 8th Street, Bentonville, AR 72716-0860



# Thetha Ngaphandle Kokoyika Ukubuyiswa Isixhiba

I-Walmart ayikunyamezeli ukuziphindezela ngokuxela inkxalabo okanye ukuthatha inxaxheba kuphando. Nawuphi na umsebenzi oziphindezelayo uya kuthathelwa amanyathelo oluleko. Ukuba uziva ngathi kuye kwabuyiswa isixhiba ngokunika ingxelo ngenkxalabo, nxibelelana ne-People Lead okanye i-Ethics & Compliance yakho.

Siyazi ukuba kufuna inkalipho ukuza ngaphambili kwaye sabelane ngezinto ezikuxhalabisayo. Ukutyhafisa abasebenzi ekuxeleni inkxalabo yeenqobo ezisesikweni akuvumelekanga kwaye kunokubangela inyathelo loluleko. Xa sithetha ngokuchasene nezinto ezingalunganga, sithobela imilinganiselo kunye neKhowudi yethu. Ukuxela umba ngentembo akuyi kukufaka engxakini, nokuba wenze impazamo ethembekileyo. Ukwazi ingxelo engeyonyani kuyaphikisana nemilinganiselo yethu kwaye kuya kubakho amanyathelo okuqeqesha.

Siziphanda ngokufanelekileyo iingxelo zokuziphatha gwenxa. Sabelana ngolwazi kuphela kwabo kufuneka babe nalo. Ukuba uceliwe ukuba uthathe inxaxheba kuphando, nika iimpendulo ezinyanisekileyo nezipeheleleyo, kwaye ungaxoxi ngophando nabanye abasebenzi.



# Ukunyanyiseka kwakha ukuthenjwa

## Ukuthembeka Kuqala **Ngawe**



iphepha 14-19

## Yakha Ukuthembeka **Nabasebenzi Bethu**



iphepha 20-25

## Yakha Ukuthembeka **Nabathengi Bethu**



iphepha 26-29

## Yakha Ukuthembeka **Kwishishini Lethu**



iphepha 30-41







# Ukuthembeka kuqala Ngawe





# Yenza Izigqibo Zokuziphatha

Sakha ukuthembana xa sisenza izigqibo ezihambelana neenqobo zethu zokuziphatha kwaye sithatha uxanduva ngezenzo zethu. Ukuziphatha kakuhle kuthetha ukwenza into elungileyo naxa kungekho mntu ubukeleyo.

## Umsebenzi Wokunyaniseka

- **Landela umthetho.** Funda ngemithetho esebenza kwindima yakho nakwishishini lethu.
- **Yazi iKhowudi yethu kwaye uphile ngemilinganiselo ethu.** Hlola iKhowudi yethu kwaye uyiqonde ukuba yona kunye nemigaqo-nkqubo yethu isebenza njani emsebenzini wakho. Abasebenzi kufuneka bagqibe naluphi na uqeqesho olufunekayo kwiKhowudi yethu kwaye bavume ukuba bayifundile kwaye bayayiqonda.
- **Yenza izinto ezizuzisa iWalmart.** Ungaze uvumele umdla wakho ukuba uchaphazele izigqibo ozenzayo njengomsebenzi weWalmart.
- **Nyaniseka.** Yiba selubala kwaye wenze izigqibo ezibonisa imilinganiselo yethu.
- **Khokela ngomzekelo.** Thetha ngeKhowudi yethu kunye neenqobo zethu kunye nabalingane bakho kunye namalungu eqela.
- **Xa uthandabuza – buza.** Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead, i-Ethics & Compliance, okanye i-Legal.

**“Musa ukulithoba igama lakho. Yinto yorhwebo exabisekileyo. Musa ukuyishiya ingqibelelo yakho ... yiba negama elihle.”**

- Sam Walton, Umseki, Walmart Inc.



## Ngaphambi kokuba wenze, Buza Le Mibuzo

- **Ingaba isemthethweni?**
- **Ingaba iyahambelana neenqobo zethu kunye neKhowudi?**
- **Ingaba kungumdlala weWalmart?**

Ukuba impendulo kuyo nayiphi na kwezi ngu "Hayi," ungayenzi. Ukuba awuqinisekanga ngempendulo, nxibelelana nomphathi wakho, i-People Lead, i-Ethics & Compliance, okanye i-Legal ukuze ufumane isikhokhelo.



## Indima Yabaphathi

**linkokeli zinomsebenzi wokukhuthaza ukuthembeka nokwakha ukuthembana. Ukuba uyakhokela okanye uphethe abanye, iWalmart ilindele ukuba**

1. Cwangcisa ulindelolo oluhambelana neenqobo zethu, uphathe imibuzo okanye inkxalabo ngokufanelekileyo, kwaye unike ingxelo ngemiba njengoko kufunwa ngumgaqo-nkqubo.
2. Mamela abantu onxibelelana nabo abafuna iingcebiso okanye abaveza izinto ezibaxhalabisayo.
3. Thatha iingxelo zokuziphatha gwenxa nzulu kwaye uqinisekise ukuba zisingathwa ngokufanelekileyo.
4. Yima uqinile nxamnye nokuphathwa gadalala, ukugrogriswa nokuziphindezela.

# Qaphela kwaye Uphephe Ukungqubana Kwemidla

Izigqibo ezizezobulungisa nezingakhethiyo zakha ukuthembana nabantu esidibana nabo, abathengi kunye nabantu besithathu. Xa sisenza izigqibo zeshishini, sibeka iimfuno zikaWalmart ngaphambi komdla wethu. Ungquzulwano lomdla lwenzeka xa iimfuno zabantu ziphazamisa, okanye zinokubonakala ngathi ziyaphazamisa, emsebenzini wethu eWalmart. Ngelixa singenakho ukudwelisa zonke iimeko, kubalulekile ukuba sizazi kwaye siziphephe iimeko eziqhelekileyo ezinokubangela ungquzulwano okanye zibonakale ngathi lungquzulwano. Ngaphandle kwengqesho, utyalomali lwezezimali, iziphokunye nokuzonwabisa, kunye nobudlelwane bobuqu ziindawo ekunokubona kuzo ungquzulwano lomdla.

Ukuba uyaqonda ukuba isenzo okanye imeko inokuba nefuthe okanye ibonakale inefuthe kwisakhono sakho sokwenza izigqibo zeshishini ezifanelekileyo, yazisa umphathi wakho, i-People Lead, okanye i-Ethics & Compliance Banokukunceda uthathe amanyathelo okuphepha okanye okusombulula olo ngquzulwano.

## Ngaphandle Kwengqesho kunye Nemidla Yeshishini

- Musa ukusebenzela umntu esikhuphisana naye ngexa usengumsebenzi ophetheyo okanye ungumsebenzi obhatalwa ngenyanga. Abasebenzi ababhatalwa ngeyure kufuneka bathethe nabaphathi babo ukuze babone ukuba akukho ngquzulwano na phambi kokuba amkele ingqesho nenkampani esikhuphisana naye.
- Sukuyisebenzisa indima yakho yeWalmart ukukhuthaza ishishini lakho elisecaleni. Ishishini lakho elisecaleni alinakuphazamisa umsebenzi wakho eWalmart okanye usebenzise izixhobo zeWalmart, kubandakanya nekhadi lakho lesaphulelo njengomsebenzi. Alinakho ukubonelela ngeemveliso kwiWalmart, ukubonelela ngeemveliso kuye nawuphi na umthengisi weWalmart okhoyo okanye onokubambisana naye kwezoshishino okanye impembelelo, ukukhuphisana neWalmart, okanye ukubonisa kakubi kwiWalmart.
- Ngoxa usebenzela uWalmart, awunako ukuchonga ishishini okanye ithuba lotyalo mali anomdla kulo uWalmart. Musa ukuwathathela kuwe amathuba owafumanisa ngesikhundla sakho okanye usebenzise ipropathi yeWalmart okanye ulwazi.

## Ipolisi Yokungqubana Komdla Ehlabathini Jikelele



### Cinga ngayo

**Buza le mibuzo xa ungaqinisekanga malunga nokuba imeko ingakhokelela ekungqubaneni komdla okanye umbono wokungqubana komdla:**

- 1. Ingaba oku kunganefuthe ekujongeni nasekuqwalaseleni izigqibo zam?**
- 2. Ingaba oku kungabonakala kwabanye ikungqubana komdla?**

Ukuba impendulo ngu “ewe” kuyo nayiphi na yale mibuzo, okanye ukuba awuqinisekanga ngempendulo, nxibelelana nomphathi wakho, i-People Lead, okanye i-Ethics & Compliance ukuze ufumane iingcebiso.



## Ukutyala Imali

- Musa ukutyala imali kumthengisi weWalmart ukuba unganempembelelo kubudlelwane beWalmart kunye naloo mthengisi.
- Musa ukutyala imali eninzi (umzekelo, ubunini bezabelo) kwinkampani esikhuphisana nayo. Jonga i-Global Conflicts of Interest Policy izithintelo ezithile.

## Izipho kunye Nolonwabo

- Sukuzamkela izipho kunye nokuzonwabisa kumboneleli ukuba usebenza kunye okanye unokusebenza nalo mboneleli kwindima yakho yeWalmart. Ukwamkela nasiphi na isibonelelo kubaboneleli esisebenza nabo kunokubangela ukungqubana komdla kunye nokunyusa iindleko zokwenza ishishini.
- Cacisa umgaqo-nkqubo wethu ngezipho nolonwabo kubanikezeli beenkonzo abatsha. Izithethe angahluka kumazwe esisebenza kuwo, kodwa umgaqo-nkqubo wethu wezipho kunye nokuzonwabisa usebenza kuyo yonke indawo esishishina kuyo.
- Sukuzamkela izipho kunye nokuzonwabisa ezivela kulo naliphi na igosa likarhulumente.
- Sisoloko sisampula okanye kuvavanya ukuthengiswa kwezinto ukusinceda ukuba siyiqonde ngcono imveliso okanye ishishini esinokufuna ukulithenga. Oku ayikokungqubana komdla ukub anje ukusampula sikwenza ngomlinganiselo ofanelekileyo. Landela umgaqo-nkqubo wakho wasekuhlaleni malunga nokusampula kunye nokuvavanya iimveliso.



### **Xa uthandabuza — buza.**

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.





## Ubudlelawane Babasebenzi

### Usapho

Sukuphatha okanye ubandakanyeke ngokuthe ngqo ekuqeshweni kwelungu losapho. Musa ukuphemebelela imeko yengqesho (umzekelo, ukuhlawula, iiyure zomsebenzi, okanye uxanduva lomsebenzi) okanye inqanaba lokusebenza kwalo naliphi na ilungu losapho. Kwiimeko ezithile ezinqabileyo, inkampani ivumela amalungu osapho ukuba asebenze kwikhonkco elifanayo lokunika ingxelo ukuba kukho ukwahlukana okwaneleyo. Akunakwenzeka kwivenkile, kwiklabhu, okanye indawo yokuhambisa ukuba kuya kubakho amanqanaba awaneleyo okwahlulahlula. Ukuba ufumanisa ukuba ilungu losapho lithathelwa ingqalelo ukuba liqeshwe okanye liqeshiwe kwikhonkco lakho lokunika ingxelo, kuya kufuneka uchaze oku kumphathi wakho, kwi-People Lead, okanye kwi-Ethics & Compliance.

- I **lungu losapho** nasiphi na isihlobo (iqabane, umntwana, umzali, umntanakowenu, utatomkhulu, okanye umzukulwana) ngokuzalwa, ngokwamkelwa, ngomtshato, ngokubambisana ekhaya, okanye ngemanyano yoluntu kunye nalo naliphi na ilungu losapho elisondeleyo, enokuba niyazalana na.

### Ukuthandana

Musa ukuba nolwalamano lothando nomnye umntu osebenza naye ukuba umntu osebenza naye umphethe okanye unefuthe kwimeko yokusebenza komsebenzi okanye inqanaba lokusebenza. Ukuba umsebenzi osele uthandana naye uza kuba phantsi kolawulo lwakho ngenxa yotshintsho kwinkampani, kuya kufuneka uxele ngoko nangoko ubudlelawane nomphathi wakho, i-People Lead, okanye i-Ethics & Compliance.

- I **qabane lezothando** umntu othandana naye nowabelana naye ngesondo.



## Ingaba ubuhlobo bunokubangela ukungqubana komdla?

Ewe, ukuba ubunzulu bobuhlobo bakho obusondeleyo buchaphazela ukukwazi kwakho ukwenza izigqibo ezizizo. Ubuhlobo obusondeleyo abuthathi nje inxaxheba kwimisebenzi efanayo yasekuhlaleni. Ukuya kwindlu enye yonqulo, ukuba nabantwana kwiqela elinye lezemidlalo, okanye ukuba kwindawo ekumanyano olufanayo akuyi kukwenza ube ngumhlobo osenyongweni. Kunokuba nzima ukugqiba ngokwakho ukuba ubuhlobo obusondeleyo buya kuba nefuthe kwinjongo yakho.

Thetha nomphathi wakho, i-People Lead, okanye i-Ethics & Compliance malunga nendlela yokulawula kakuhle imeko yeshishini ukuba umhlobo osenyongweni uyabandakanyeka.

## Ipolisi Yokungqubana Komdla Ehlabathini Jikelele

## Ubudlelwane Nababoneleli

- Ukuba umhlobo osenyongweni, ilungu losapho, okanye iqabane elithandanayo lisebenzela umthengisi onempembelelo kuye, xela kumphathi wakho, kwi-People Lead, okanye kwi-Ethics & Compliance ukuze ufumane iingcebiso zokulawula ukungqubana komdla onokubakho.
- Ngaphambi kokuthatha inxaxheba ekukhetheni umthengisi oqeshe ilungu losapho lwakho, umhlobo osenyongweni, okanye iqabane othanda nalo, chaza ubudlelwane kumphathi wakho, kwi-People Lead, okanye kwi-Ethics & Compliance ukuze ufumane iingcebiso ngendlela yokulawula ukungqubana komdla onokubakho.



## Kuthekani ukuba?

**Ndisebenza kwiiNkonzo zeMali, kwaye ndafumana isipho sosuku lokuzalwa kumhlobo wam okwangumthengisi wezinto zokudlala. Ndingasigcina isipho?**

Ewe. Kumsebenzi wakho, awunampembelelo kubudlelwane beshishini likaWalmart nalo mthengisi. Ukuba ubunendima apho unefuthe kubudlelwane bukaWalmart nomnikezeli ngeempahla, thetha nomphathi, i-People Lead okanye i-Ethics & Compliance ukufumana ingcebiso ngendlela yokujongana nale meko.

**Ndihlala ebumelwaneni kunye nabathengisi abathengisa izinto ezininzi ngeWalmart. Ndisebenza ekuThengiseni. Indawo endihlala kuyo inemibutho emininzi apho isitrato sonke simenyiwe. Ingaba kukungqubana komdla ukuba ndiye?**

Hayi, ayikokungqubana komdla ukuba ubekho. Ungathabatha inxaxheba kwizinto zasekuhlaleni eziqhelekileyo kodwa uqaphele indlela abanye abakujonga ngayo ukunxibelelana kwezentlalo kunye nabathengisi onempembelelo kubo.





# Yakha Ukuthembeka Nabasebenzi Bethu



# Dala Indawo Ekhuselekileyo YokuSebenza kunye Nokuthenga

Ukwenza iWalmart indawo ekhuselekileyo yokusebenza kunye nevenkile kwakha ukuthembana nabasebenzi bethu kunye nabathengi- kwaye yinto elungileyo ukuyenza. Ukuba ubona into engabeka impilo yomntu okanye ukhuseleko emngciphekweni, xela ngokukhawuleza kwaye uthathe inyathelo lokuzigcina ukhuselekile wena kunye nabanye.

## Umsebenzi Wokunyaniseka

- **Misa umsebenzi xa iimeko zingakhuselekanga kwaye uxele inkxalabo leyo.** Jonga iingozi ezinokukwenzakalisa okanye abanye.
- **Musa ukusebenza phantsi kwefuthe.** Utywala kunye nokusetyenziswa gwenxa kwezinyobisi kunokuchaphazela umsebenzi wakho kunye nokhuseleko lwabantu abakungqongileyo.
- **Zikhusele.** Sebenzisa izixhobo zokhuselo ezifanelekileyo kwaye ulandele lonke uqeqesho kunye neenkqubo. Yazi ukuba wenzeni xa wenzakele okanye kwimeko yongxamiseko.
- **Lumka xa usebenzisa oomatshini.** Sukusebenzisa oomatshini okanye izixhobo ngaphandle kokuba uqeqeshiwe, unempahla efanelekileyo yokhuseleko, kwaye ulandela zonke iinkqubo zempilo nezokhuseleko.
- **Landela imigaqo yokuqhuba ngokukhuselekileyo.** Bonisa ukukhathalela abanye endleleni. Ukufika apho ngokukhuselekileyo kubaluleke ngakumbi kunokufika ngokukhawuleza.
- **Ukungalunyamezeli ugonyamelo nosongelo.** Xela kwangoko ukuziphatha okuxhalabisayo kumphathi ohlawulwa ngenyanga okanye kuMphathi woKhuseleko / kuMphathi woKhuseleko lweeAseti.
- **Landela imithetho yezempilo neyokhuseleko nemigaqo-nkqubo yethu.** Yazi iinkqubo zempilo nezokhuseleko ezisebenza kwindima yakho kwaye uzilandele.



## Kuthekani ukuba?

**Igumbi elingasemva ligcwele iibhokisi kwaye uninzi lweendlela zokuhamba zivaliwe. Awuziva ukhuselekile, kodwa umphathi weSebe lam uthethe ungazikhathazi ngayo. Ndimele ndenze ntoni?**

Akulunganga ukungahoyi ingozi yokhuseleko nokuba umphathi wakho uthi ungakhathazeki ngayo. Thetha nomnye umphathi okanye i-People Lead yakho malunga neenkxalabo zakho. Ukuba usenenkxalabo yezokhuseleko emva kwengxoxo zakho, nxibelelana ne-Ethics & Compliance.

## \* Umgaqo-nkqubo Wendalo Esingqongileyo, Impilo & Nokhuseleko



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Hloniphanani

Ukuphila ngemilinganiselo yethu yokuhlonipha umntu ngamnye kuqala ngokuxabisa ukwahluka kunye nokubandakanywa. Sikholelwa ukuba ukunxulumana nabantu abaneemvelaphi ezahlukeneyo, izimbo, amava, izazisi, kunye nezimvo zisenza inkampani engcono. Ukubandakanywa sisenzo esenziwe ngabom-kukutyala ixesha kunye nokuqonda, ukuxhasa, kunye nokukhuthaza ukungafani kwabantu. Ukwahluka kunye nokubandakanywa kukhuthaza ukubonakaliswa komntu ngamnye, ubuchule bokuyila, ukuvelisa izinto ezintsha, kunye nokufezekisa—kwaye kusinceda siqonde ngcono kwaye sisebenzele abathengi bethu.

Sizimisele ukuba nendawo yomsebenzi engempatho embi kunye nocalucalulo. Asikunyamezeli nakuphi na ukuziphatha okunciphisa isidima somntu, kuphazamise ngendlela engafanelekanga okanye kudala imeko eyoyikisayo, enobutshaba, okanye enye into ekhubekisayo esekwe kwimeko yomntu ekhuselweyo. Asikunyamezeli ukuziphindezela nakubani na ophakamisa inkxalabo malunga nokuxhatshazwa okanye ucalucalulo.

## ✦ Umgaqo-nkqubo Wasehlabathini Jikelele Wokuthintela Ucalucalulo kunye Nokungcuncuthekisa



### I-Walmart ayilunyamezeli ucalucalulo okanye ukungcuncuthekiswa ngokusekwe kumntu:

- Uhlanga
- Umbala
- Izinyanya
- Ubuhlanga
- Inkolo
- Isini
- Ukukhulelwa
- Imvelaphi yeSizwe
- Iminyaka
- Ukukhubazeka
- Imo yoMtshato
- Ubume bamaGqala
- Ubume Kwezomkhosi
- Ulwazi lweMfuzo
- Ukhetho Lwesini Umntu Afuna Ukuthandana Naso
- Indlela Umntu Azazisa Ngayo Ngokwesini okanye Izimvo
- Nawuphi na uMgangatho oKhuselweyo ngokwasemthethweni

I-Walmart iyahambelana nayo yonke imithetho kumazwe esisebenza kuwo.





## Umsebenzi Wokunyaniseka

- **Baphathe abanye ngendlela abafuna ukuphathwa ngayo.** Yiba nobulungisa kunye nembeko kubasebenzi, abathengi, amalungu, abathengisi, kunye nabantu besithathu abasebenza neWalmart. Xabisa ukwahluka kwabanye kwaye umamele izimvo ezahlukeneyo.
- **Qesha kwaye unyusele ngendlela efanelekileyo.** Ukuqesha, ukugcina, kunye nokukhuthaza abasebenzi ngokusekwe kwiimfaneleko, izakhono ezibonisiweyo, impumelelo kunye nokunye ukufaneleka.
- **Thintela ukuxhatshazwa.** Misela ithoni elungileyo kunye nolindelo lokuziphatha okufanelekileyo kunye namalungu eqela lakho kunye noontanga bakho. Ukuthetha, ukubonwa, okanye isimilo somzimba ngokwesondo ayamkelekanga.
- **Khokela ngomzekelo.** Yiba ngobandakanyayo ngezenzo zakho kunye namazwi. Qonda indlela ezinokuthi zibonwe okanye ziqondwe ngayo izenzo kunye nezimvo zakho. Beka ulindelo olucacileyo neqela lakho.
- **Landela imithetho yokuxhatshazwa nokucalulwa kunye nemigaqo-nkqubo yethu.** . Yazi ukuba yeyiphi indlela yokuziphatha ethathwa njengokuxhaphaza okanye ucalucalulo kwaye wenze indawo yokusebenza ehloniphekileyo nebandakanyayo.
- **Thetha uviwe.** Ungaze unyamezele ukuxhatshazwa okanye ukucalulwa. Xela ukuphathwa gadalala okanye ucalucalulo kumphathi wakho, kwi-People Lead, okanye kwi-Ethics & Compliance.



## Imizekelo yokuxhatshazwa:

- Intetho kunye nezenzo zokuncwasa ngokwesini ezingafunwayo
- Izithuko okanye iziqhulo ezingafanelekanga ezisekwe kwimeko ekhuselweyo
- Ukubonisa izinto ezibhaliweyo okanye eziyimizobo ezihlekisayo, ezithukayo, okanye ezibonisa ubutshaba kwiqela okanye umntu othile ngokubhekisele kwimeko ekhuselweyo
- Ukuthumela imifanekiso engamanyala
- Izinto ezoyikisayo, ezinjengokuxhaphaza okanye ukugrogrisa, malunga okanye ngokusekwe kwinqanaba elikhuselweyo

**"Kufuneka sisebenzisane ukuyilolonga inkcubeko yethu ukuze ibandakanye bonke abantu, singamkeli nje iyantlukwano zethu"**

- Doug McMillon,  
Umongameli ne CEO, yakwaWalmart Inc.



## Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Sebenza Ngendlela Eyayo

EWalmart, abasebenzi bethu sisitshixo sempumelelo yethu. Sihlawula abantu ngokuchanekileyo ngomsebenzi kunye neeyure zabo. Siyawahlonipha amalungelo oluntu kwaye siyakwalela ukusetyenziswa kwabantwana okanye ukunyanzelwa emsebenzini naphi na apho senza ushishino. Siyakholelwa ukuba xa sikhathalelana, siza kubakhathalela abathengi kunye noluntu lwethu.



## Umsebenzi Wokunyaniseka

- **Qinisekisa ukufaneleka.** Abaphathi okanye i-People Lead kufuneka bahlole, baqinisekise, kwaye babhale uxwebhu lwesazisi kunye nokugunyaziswa kwengqesho yabo bonke abasebenzi abatsha, kubandakanya abo banxulumana nabo kulwabiwo lwehlabathi kwilizwe elahlukileyo kwilizwe labo.
- **Sebenza kuphela xa ubhatalwa.** Musa ukwenza umsebenzi ngaphandle kwentlawulo. Yazi kwaye ulandele iinkqubo ezinxulumene nekhefu, iintsuku zokuphumla kunye nexesha elongezelelweyo.
- **Khetha amaqabane ngocoselelo.** Sebenza kuphela nababoneleli kunye nabathengisi abanazo zonke iimvume zangaphakathi eziyimfuneko. Ababoneleli mabaxhase Imigangatho Yababoneleli kunye nezivumelwano zabo.
- **Landela yonke imigaqo-nkqubo yezabasebenzi, yengqesho kunye nemithetho yokufudukela kwelinye ilizwe.** Yazi imigaqo-nkqubo yezabasebenzi nengqesho neenkqubo ezifanelekileyo kwindima yakho.

## ✦ Umgaqo-nkqubo Wezabasebenzi kunye Nengqesho Kwihlabathi jikelele Imigangatho Yababoneleli



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



## Kuthekani ukuba?

**Umpathi wam wandicela ukuba ndiqokelele iinqwelo xa ndiphuma ndisiya emotweni yam emva kokuphela kweshift yam. Ingaba oku kuvumelekile?**

Hayi. Xelela umpathi wakho sele uphumile kwaye awufuni ukwaphula imigaqo-nkqubo yenkampani ngokusebenza ngaphandle kwewotshi. Ukuba umpathi wakho unyanzelisa okanye ukunika ubunzima, xela oku kumphathi wenqanaba elilandelayo, kwi-People Lead, okanye kwi-Ethics & Compliance.



# Yakha Ukuthembeka Nabathengi Bethu



# Thengisa Ukutya kunye Neemveliso Ezikhuselekileyo

Siluthathela phezulu uxanduva lwethu njengomnye wabathengi beevenkile ezinkulu ehlabathini. Abathengi bethu balindele ukuba ukutya kunye neemveliso abazithenga kuthi zikhuselekile. Ukufumana ukuthembakala kwabo, kufuneka sifumane, sihambise, silungiselele, kwaye sithengise ukutya okukhuselekileyo nokuthobela umthetho kunye nentengiso. Sinemigangatho ephezulu yangaphakathi, kwaye silindele okufanayo kubaboneleli bethu.

## Umsebenzi Wokunyaniseka

- **Phendula ngokukhawuleza kwiimveliso ezimele zibuyiselwe okanye zisuswe.** Ukugcina abathengi bekhuselekile, yenza iinkqubo zokubuyisela kunye nokususa ngokungxamisekileyo.
- **Xela ukutya okanye imveliso enokuba yingozi.** Ukuba uye wazi ingxaki yokhuseleko ngento ethile, xelela umphathi wakho kwaye unxibelelane ne-Ethics & Compliance.
- **Ukuzisa ukhuseleko lokutya ngalo ixesha.** Sigcina ukhuseleko lokutya kulo lonke unikezelo lwethu-ukusuka kumthengisi okanye kwiziko lokulungisa iWalmart, ngokuhamba kunye nokugcinwa, ukuhanjiswa kwi-Intanethi okanye ukuthengiswa kwivenkile— kukho iimfuno zokhuselo lokutya kwinqanaba ngalinye. Landela iimfuno ezisebenza kuwe.
- **Landela Ukhuseleko Oluphezulu Lokutya.** Yazazi kwaye ulandele Ukhuseleko Oluphezulu Lokutya ukugcina ukutya kukhuselekile.
- **Bazi ababoneleli bakho.** Thenga kuphela kubaboneleli abalandela iimfuno zethu zokhuseleko lokutya kunye nemveliso.
- **Landela imithetho yokhuseleko lokutya nemveliso kunye nemigaqo-nkqubo yethu.** Lwazi ukhuseleko lokutya kunye neenqubo zokhuselo lwemveliso ezifanelekileyo kwindima yakho kwaye uzilandele.

**Umgqaqo-nkqubo Wokhuseleko Lokutya Kwihlabathi Jikelele, Umgqaqo-nkqubo Wokuthobela Ukhuseleko Lwemveliso**

### Ukhuseleko Lokutya Okuphezulu

Yazi Ngokhuseleko Lokutya Okuphezulu uze ululandele xa usebenza ngokutya.

**1**  
Coceka, Yiba Sempilweni

- Hlamba izandla xa kuyimfuneko
- Musa ukusebenza ngokutya xa ugula
- Ungaze uphathe ukutya okungelwe ukutyiwa ngezandla ezingogqunyawanga

**2**  
Yigcine Ibanda, Yigcine Ishushu

- Gcina ukutya okubandayo kwiqondo lokubanda elifanelekileyo
- Gcina ukutya okushushu kwiqondo l'Obushushu elifanelekileyo

**3**  
Musa Ukudlulisela Ukungcola Kwezinye Izinto

- Sukubeka ukutya okungavuthwanga phezu kokutya okuvuthweyo okanye ukutya okusele kulungele ukutyiwa
- Ungaze ulungiselele ukutya okulungele ukutyiwa kwindawo efanayo okanye ngezikhobo ezinye nezo zisetyenziselwa ukulungiselela iiprotheini ezithathwe kwizilwanyana

**4**  
Hlamba, Ususe Isepha Ngamanzi, Uze Ubulale Iintsholongwane

- Zihlambe ngokufanelekileyo, uzisuse isepha ngamanzi kwaye uzibulale iintsholongwane zonke izikhobo ezidibana nokutya

**5**  
Kupheke Uze Ukupholise

- Kupheke kuvuthwe ukutya
- Pholisa ukutya ngokukhawuleza

## Kuthekani ukuba?

**Omnye wabantu endisebenza nabo eDeli uhlala esilela ukuhlamba izandla xa ebuya kwikhefu. Ndathetha naye malunga nokubaluleka kokuhlamba izandla, kodwa akakazihlamba rhoqo. Ndimele ndenze ntoni?**

Ukuhlamba izandla ngokufanelekileyo ngalo lonke ixesha kuyafuneka kwaye kubalulekile ukugcina ukutya kwethu kukhuselekile. Thetha nalo naliphi na ilungu leqela lakho lolawulo malunga nale meko. Ukuba iinkxalabo zakho aziphendulwanga ngabaphathi bakho, nxibelelana ne-Ethics & Compliance.



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Khusela Okusingqongileyo

Siyabakhathalela abahlali, kwaye sonke sinendima ekufuneka siyidlalile ekukhuseleni okusingqongileyo. Ukuyila amaziko ethu kunye nokuqhuba ishishini lethu ngentembeke nangokuhambelana noxanduva lokusingqongileyo kusinceda sigcine izixhobo zethu kunye nokukhathalela umhlaba wethu. Ayisiyiyo kuphela into esiyenzayo, kodwa nendlela esiyenza ngayo eyenza umahluko.



## Umsebenzi Wokunyaniseka

- **Yahlula-hlula uphinde usebenzise kwakhona.** Nceda ukunciphisa inkunkuma ngokulandela iinkqubo zakho zentengiso ukwahlula kunye nokurisayikilisha izinto.
- **Ziphathe ngokuchanekileyo izinto ezinobungozi.** Hambisa ngokufanelekileyo, ukuphatha, nokulahla izinto eziyingozi. Landela iinkqubo zentengiso ukuqinisekisa ukuhambelana nezinto eziyingozi kunye nemimiselo yenkunkuma enobungozi.
- **Xela kubaphathi ngobungozi kwindalo okanye inkunkuma engeyomfuneko.** Ukuba ubona ingozi kwimo engqongileyo okanye incitho yezixhobo, yazisa abaphathi.
- **Landela imithetho yezempilo neokhuseleko nemigaqo-nkqubo yethu.** Yazisa kwaye ulandele imigaqo-nkqubo yokusingqongileyo kunye neenkqubo ezifanelekileyo kwindima yakho.

## ✨ Umgaqo-nkqubo Wendalo Esingqongileyo, Impilo & Nokhuseleko



### **Xa uthandabuza — buza.**

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Ukuhambisa Ukhathalelo Lwempilo Esemgangathweni

Sizimisele ukubonelela ngononophelo lwempilo ngexesha elifunwa ngalo nabathengi bethu nakwindawo abayifuna kuyo. Ukuhambisa iinkonzo kunye neemveliso ngendlela eyiyo komeleza ukuthembela kwabathengi bethu kuthi.

## Umsebenzi Wokunyaniseka

- **Bambelela kwimigangatho yobungcali.** Gcina onke amaphepha-mvume obuchule kunye nezatifikethi njengoko kufuneka kwindima yakho. Xela kumphathi wakho yonke imiba enxulumene nokukwazi kwakho ukwenza imisebenzi yakho ngokusemthethweni. Sukubonelela ngeenkono zobungcali ngaphaya kwegunya lamaphepha-mvume kunye neziqinisekiso zakho okanye ukuba iziqinisekiso zakho ezifunekayo ziyaphelelwa okanye ziyarhoxiswa
- **Bonelela ngononophelo olusemgangathweni.** Ukubonelela ngokhathalelo olusemgangathweni lwesigulana ngendlela ekhuselekileyo nenenkathalo yinjongo yethu. Kulindeleke ukuba usebenzise isigwebo esisemgangathweni kwaye usebenze ukuze uqonde iimfuno zokhathalelo lwempilo lwezigulana ozincedayo.
- **Phatha ngokufanelekileyo uze uhambise amayeza amiselweyo.** Landela yonke imithetho, imigaqo yequmrhu elilawulayo, kunye nemigaqo-nkqubo yokuphatha ngokukhuselekileyo, ukumisela kunye nokuhambisa amayeza amiselweyo. Xela ngengozi okanye ngokungachanekanga ukumisela okanye ukuhambisa kumphathi wakho, kwiinkqubo zempazamo ezenziweyo, okanye kwi-Ethics & Compliance ngendlela ehambelana nayo nayiphi na imithetho esebenzayo yabucala ekuhlaleni.
- **Khusela imfihlo yesigulana.** Khusela ukusetyenziswa gwenxa okanye ukubhengezwa kwenkcazelo yempilo yesigulana. Ungaze ujonge inkcazelo yesigulana engafunekiyo kwindima yakho.
- **Biza imali efanelekileyo nechanekileyo ngeemveliso neenkono.** Iintlawulo ezifunyenwe ngempazamo kufuneka zibuyiswe, kwaye zonke iimpazamo zokuhlalula kufuneka ziphandwe zisonjululwe. Ukuhlalulisa kweenkonzo zonyango kufuneka kuchaneke kwaye kwenziwe ngexesha, kwaye iinkonzo kufuneka zibe yimfuneko kwezonyango.
- **Landela imithetho yezempilo kunye nemigaqo-nkqubo yethu.** Yazazi iinkqubo zempilo kunye nokuba sempilweni ezichaphazelekayo kwindima yakho kwaye uzilandele.


## \* Umgaqo-nkqubo Wehlabathi Jikelele Wezempilo kunye Nokuthobela



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



A woman with reddish-brown hair, wearing a bright yellow t-shirt, is smiling and looking towards the camera. She is holding a large, clear plastic shopping bag with both hands. In the background, the blue and yellow signage of a Walmart Supercentre is visible. The scene is set outdoors, likely in a parking lot, with other shopping bags and a blue shopping cart visible in the foreground.

# Yakha Ukuthembeka Kwishishini I=Lethu

# Khuphisana ngokufanelekileyo

Sikholelwa kukuba impumelelo ivela ekunikezeleni iimveliso ezisemgangathweni kunye neenkonzelo ngokhuphiswano olukhululekileyo nolungenamkhethe. Izenzo ezichasene nokhuphiswano ziyabenzakalisa abathengi bethu. Ukhuphiswano olufanelekileyo lukhokelela kuphuculo olomeleleyo, amaxabiso asezantsi, kunye nomgangatho ongcono.

## Umsebenzi Wokunyaniseka

- **Khuphisana ngokuzimeleyo kwabo sikhuphisana nabo.** Musa ukwabelana ngolwazi oluyimfihlelo kunye neenkampani esikhuphisana nazo njengamaxabiso, iindleko, ukungeniswa kwebhidi, okanye izicwangciso zobuchule. Musa ukwenza izivumelwano neenkampani esikhuphisana nazo okanye abanye abanciphisa ukhuphiswano. Ngokomzekelo, musa ukuvumelana ngexabiso, imiqathango yentengiso, i-assortment, ii-margins, ukwenyuselwa, okanye ulwabiwo lweemveliso, abathengi okanye iimarike.
- **Nxibelelana nabathengisi kunye nabanye abantu ngendlela efanelekileyo.** Gxila kwinjongo yeWalmart yokuthengisela abathengi bethu ngcono. Kufuneka silumke singafuni okanye sidlulise ulwazi oluyimfihlo malunga nabantu esikhuphisana nabo ngokuludlulisela kubanikezeli bethu. Kananjalo akufuneki sabelane ngolwazi oluyimfihlo malunga nababoneleli bethu kunye nabanye abathengisi. Ukuba ulwazi oluyimfihlo okanye isivumelwano esingafanelekanga siyavela, yiphelise incoko. Yenza kuqace ukuba awufuni kuthatha nxaxheba kwaye uxele isiganeko.
- **Qhuba uphando lweemarike ngokufanelekileyo.** Ungaze ukhuthaze nabani na ukuba ngokungafanelekanga akunike ulwazi oluyimfihlo.
- **Nyaniseka kwaye uchane.** Soloko unyanisekile kumaxabiso, ukuthengisa kunye nentengiso.
- **Thengisa iimveliso ngendlela efanelekileyo.** Yazi ukuba zeziphi iimveliso ezinezithintelo kwintengiso (umzekelo, utywala necuba), kwaye ulandele izithintelo.
- **Funa isikhokelo.** Ukuba awuqinisekanga ukuba incoko okanye isivumelwano silungile, cela ingcebiso e-Legal.
- **Landela ukhuphiswano nemithetho yokukhusela abathengi kunye nemigaqo-nkqubo yethu.** Yazi i-antitrust kunye nemigaqo-nkqubo yokukhusela abathengi kunye neenkqubo ezisebenza kwindima yakho kwaye uzilandele.
- **Xela ulwaphulo olurhanelwayo** Nakuphi na ukophulwa komgaqo-nkqubo we-Walmart's Antitrust kunye noMthetho woKhuphiswano kufuneka uxelwe kwi-Ethics & Compliance okanye e-Legal.

## Umgaqo-nkqubo Womthetho Nokhuphiswano Kwihlabathi Jikelele Umgaqo-nkqubo Wokhuselo Lwathengi Kwihlabathi Jikelele



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Ungaze Ubandakanyeke Ekunyobeni

Sikhuphisana ngokufanelekileyo nangokunyaniseka naphi na apho senza khona ushishino kwihlabathi liphela. Asikaze sizame ukufumana inzuzo yeshishini ngokunyoba, kwaye asikunyamezeli ukunyoba okanye urhwaphilizo nangaluphi na uhlobo.

## Umsebenzi Wokunyaniseka

- **Musa ukunyoba okanye wamkele isinyobo.** Imithetho kwamanye amazwe yenza umahluko phakathi kokunyoba igosa likarhulumente nokunyoba umntu ongekho phantsi kukarhulumente. Asixhomekeki kuloo mahluko. Kuthi, kulula, kukunyoba – nabani na, kuwo nawuphi na umbutho, nakweliphi na inqanaba – akulunganga.
- **Amaqela eesithathu akufuneki bahlawule ukunyoba.** Namphi na umntu okanye inkampani esebenza egameni leWalmart ayinakho ukufuna ukunika, ukunika, okanye ukufumana isinyobo. Ukuba ekuphela kwendlela yokwenza isivumelwano okanye ukugqibezela inkonzo yeWalmart kukuhlawula isinyobo, silindele ukuba ababoneleli beenkonzo besithathu bayale kwaye bayixele. Ukunyoba asiyiyo indlela esenza ngayo ishishini.
- **Thetha Nokuthobela kunye Nokulwa Urhwaphilizo.** Fumana imvume Kwabokuthobela kunye Nokulwa Urhwaphilizo ngaphambi kokungena kuso nasiphi na isivumelwano kurhulumente okanye ukubandakanyeka nommeli wesithathu.
- **Landela imithetho yokulwa urhwaphilizo kunye nomgaqo-nkqubo wethu.** I-Walmart izimisele ukulandela yonke imithetho esebenzayo malunga nokuthintela ukunyoba kunye norhwaphilizo. Yazi kwaye ulandele Inkqubo kunye nokulawulwa kweNkqubo yokuLwa uRhwaphilizo. Landela linkqubo zokuNika ngokunxulumene nobubele kunye neminikelo yemali.
- **Xela kwangoko izityholo zokunyoba okanye ukuzama ukunyoba ngqo kwi-Global Ethics & Compliance.**

## Umgaqo-nkqubo Wehlabathi Jikelele Wokulwa Urhwaphilizo



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



## Yintoni ukunyoba?

Ukunyoba kukufumana, ukufuna ukubhatala, ukuhlawula, ukuthembisa ukuhlawula, okanye ukugunyazisa ukuhlawulwa kwemali okanye nayiphi na into enexabiso ukuphemelela ngendlela engafanelekanga nasiphi na isenzo okanye isigqibo okanye ukufumana nayiphi na into engafanelekanga ukuze ufumane okanye ugcine ishishini.

Ukunyoba akupheleli kwimali ezinkozo. Ukunyoba kunokuba zizipho, uhambo, ukutya, ukuzonwabisa, ukunikezela ngengqesho, kunye nesisa okanye igalelo lezopolitiko.

### Iimpawu Zesinyobo

- lintlawulo ezigqithileyo zekhomishini
- Izaphulelo ezinkulu
- Izivumelwano ezingacacanga zokubonisa ngaphandle kokuhanjiswa
- Ukunikezela okanye ukucela ukonwabisa ngokuzonwabisa okanye izipho zodidi



## Abameli beQela lesithathu

Ummeli weqela lesithathu nabani na omele iWalmart, ngokuthe ngqo okanye ngokungathanga ngqo, negosa likarhulumente okanye iqumrhu likarhulumente. La maqela esithathu aphantsi kwenyameko engqongqo yeWalmart, ikhontrakthi kunye neemfuno zokubeka esweni.



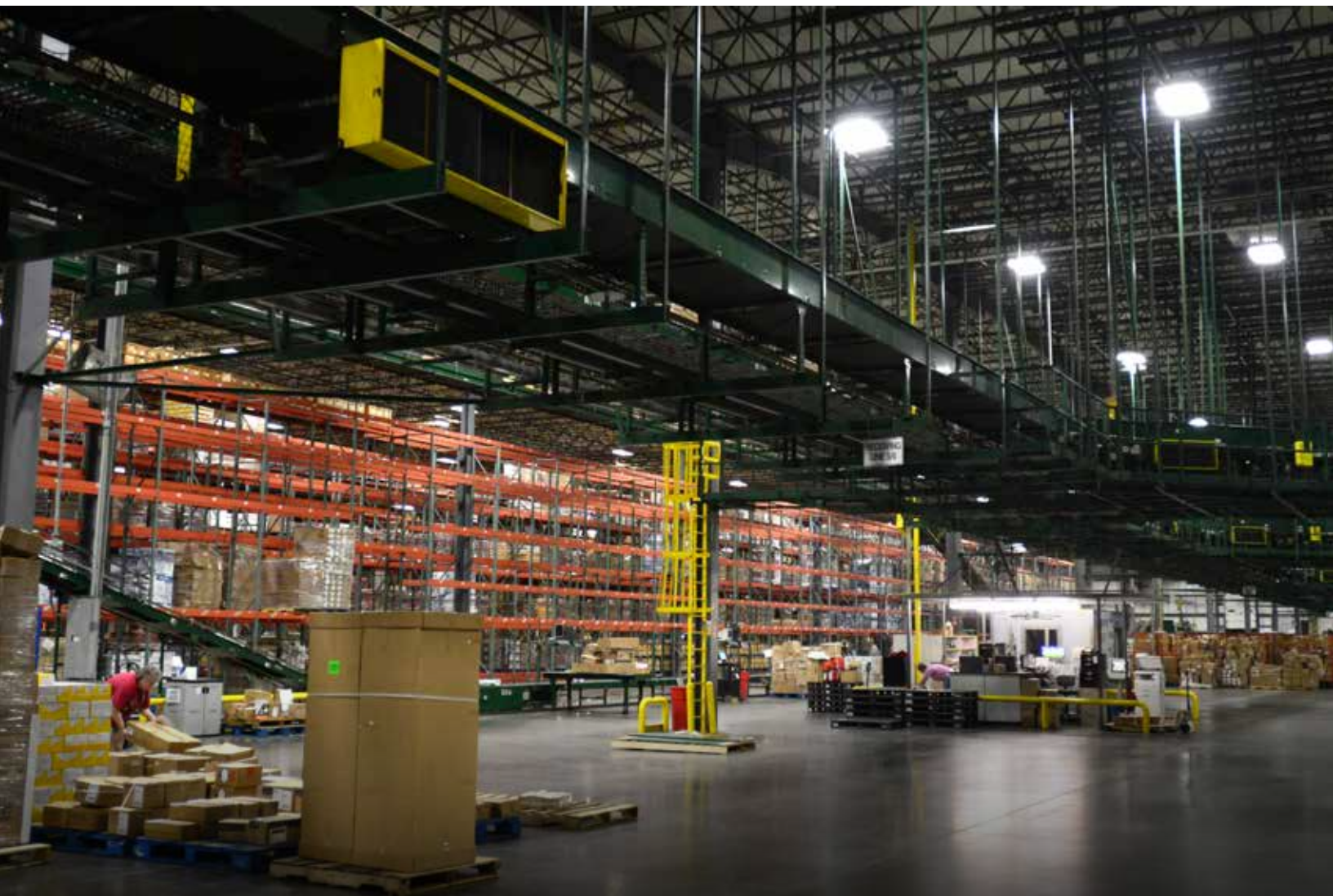
## Kuthekani ukuba?

**Amapolisa amise iilori ezishiya indawo yethu yokuhambisa kwaye athi azakulibazisa ukuhanjiswa ngaphandle kokuba umqhubi ahlawule amapolisa ama- \$ 50. Umphathi wam wathi kufuneka siphathe amakhadi ezipho angama- \$ 50 ukuhlawula amagosa. Ingaba oku kuvumelekile?**

Hayi. Asivumeli naziphi na iintlawulo ezingafanelekanga ukuba ziphembelele amagosa karhulumente, kubandakanya namapolisa. Lo mthetho usebenza kuzo zombini iintlawulo zemali kunye nezinye izinto zexabiso, ezinjengamakhadi ezipho. Xela oku kwangoko kwi-Ethics & Compliance.

**Ivenkile yethu elandelayo ecwangciselwe ukuvula ilinde iphepha-mvume lokusebenza. Ukukhawulezisa inkqubo igosa likarhulumente lacela ukuba siqeshe inkampani "eza kuyinyamekela." Ingaba oku kuvumelekile?**

Hayi. Asiqeshi abantu abathile besithathu ngokwesicelo sikarhulumente. Asivumeli nayiphi na intlawulo okanye isenzo esingafanelekanga ukuba siphembelele izigqibo zegosa likarhulumente. Lo mthetho usebenza nakweyiphi na inkampani esebenza egameni lethu. Xela oku kwangoko kwi-Ethics & Compliance.



# Gcina iingxelo Ezichanekileyo

Ukugcina iingxelo zemali ezinyanisekileyo nezichanekileyo kwakha intembelo kwibrendi yethu, kunceda ekuqulunqeni izicwangciso zethu, kwaye kunceda ishishini lisebenze ngokufanelekileyo. Sonke sabelana ngolu xanduva.



## Imizekelo yeengxelo zemali

- Iingxelo zemivuzo
- Ii-invoysi
- Iingxelo zeendleko
- Idatha yokuthengisa okanye yesitokhwe
- Amaxwebhu afakwe kwi-U.S. Securities and Exchange Commission

**“Akukho siphumo seshishini sixabisa ngaphezu kokunyaniseka kwakho okanye inkampani yethu. Sikhetha ukuba neziphumo ezibi zemali kunokuba sithathe ixesha elifutshane.”**

- Doug McMillon,  
Umongameli neCEO, yakwaWalmart Inc.

## Umsebenzi Wokunyaniseka

- **Ungaze uxoke kwiingxelo okanye iakhawunti.** Njengenkampani ethengisa izabelo esidlangalaleni, iWalmart inezibophelelo ezithile zomthetho zokugcina iingxelo zethu zicacile, zichanekile, zifike ngexesha kwaye ziphelele Ungaze ufihle, uguqule nayiphi na intengiselwano yeshishini.
- **Landela zonke iinkqubo zangaphakathi kunye nolawulo xa usenza kwaye ugcina iingxelo.** Nokuba awunaxanduva ngokuthe ngqo kumalungiselelo enkcazo okanye iingxelo zemali, unoxanduva lokunika ingxelo echanekileyo kwiingxelo zeshishini ozilungiselelayo. Ukurekhoda ngokufanelekileyo ulwazi-kubandakanya ukuvunywa, iindleko, ukuthengisa, iingxelo zeendleko, kunye neerekhodi zexesha-ngokuhambelana nenkqubo yenkampani.
- **Fikelela iimfuno zolawulo lwengxelo.** Landela ulawulo lweerekhodi zasekhaya kunye nemigaqo-nkqubo yokugcina iirekhodi.
- **Kwangoko sinike ingxelo ngezityholo zeengxelo zemali ezingeyonyani okanye uphazamiseko kulawulo lwethulwangaphakathi ekunikweni kwengxelo yezemali echanekileyo ngqo kwi-Global Ethics & Compliance.**



## Kuthekani ukuba?

**Umntu endisebenza naye wandixelela ukuba utshintsha inkcazelo yethu yezezimali ukuze “iinyanga ezintle” zincede “iinyanga zethu ezimbi.” Ngaba le yingxaki?**

Ewe. Ukutshintsha iikhawunti zethu ngale ndlela kukunganyaniseki. Oku kunokukhokelela kwiziphumo ezibi zomntu kunye neWalmart. Xela oku kwangoko kwi-Global Ethics & Compliance.



## Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Landela Imigaqo Yorhwebo Yamazwe Ngamazwe

Ishishini lethu libandakanya ukuhamba kweemveliso, iinkonzo, ulwazi kunye netekhnoloji kwihlabathi liphela, kubandakanya nakwimida yamanye amazwe. Sizimisele ukukhangela, ukungenisa ngaphakathi, kunye nokuthumela iimveliso kunye nezinye izinto ngendlela eyiyo. Ukuqhuba imisebenzi yethu yorhwebo yamanye amazwe ngokufanelekileyo kubalulekile ekufumaneni nasekugcineni ukuthenjwa kweshishini lethu, kusivumela ukuba sihambise ezi zinto njengoko kufanelekile ukuxhasa abathengi bethu kwihlabathi liphela.

## Umsebenzi Wokunyaniseka

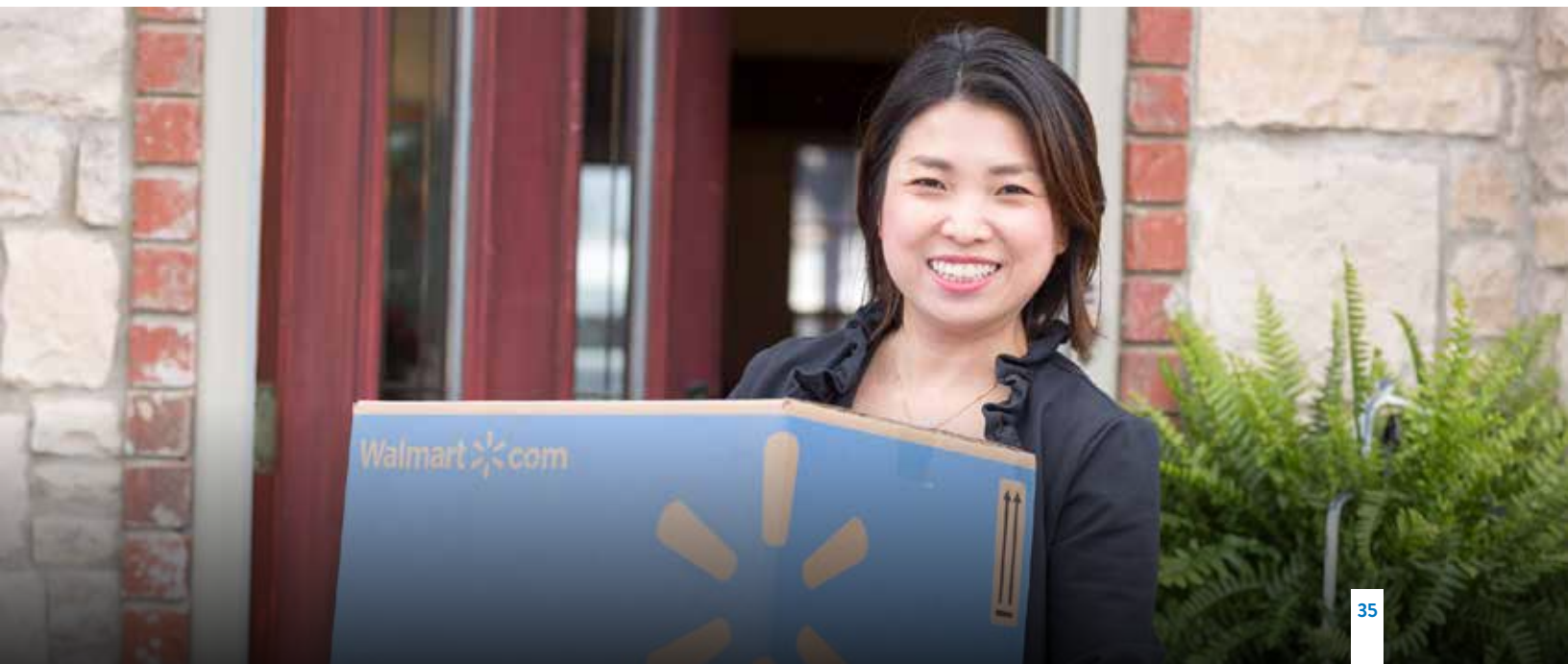
- **Nika inkcazelo oluchanekileyo.** Bonisa inkathalo xa unikezela ngokuhlelwa, ukuxabiseka, ilizwe lokuzalwa, kunye nolunye ulwazi olusebenzayo lweedatha.
- **Landela imithetho yokuthobela urhwebo kunye nemigaqo-nkqubo yethu** Ukuba umsebenzi wakho kwikhonkco lonikezo ubandakanya ukuhambisa impahla unqumle imida yamazwe aphesheya, yazi kwaye ulandele imithetho yamazwe apho wenza ishishini. Qonda ukuba imithetho yamazwe amaninzi inokusebenza. Ngaphambi kokubandakanya umntu wesithathu ukuncedisa ekuhanjiseni kweempahla zinqumla imida yamazwe aphesheya, qinisekisa ukuba umntu wesithathu unazo zonke iimvume zangaphakathi eziyimfuneko (umzekelo, kwiWalmart Anti-Corrupt Compliance).
- **Landela imithetho yezohlwayo kunye nemigaqo-nkqubo yethu.** Ngaphambi kokuthenga kwilizwe, qinisekisa ukuba ukwenza oko kuvunyelwe phantsi komthetho osebenzayo. Oorhulumente abaninzi bagcina uluhlu lwamazwe kunye nabantu iinkampani ezingenakho ukurhweba nabo. Kuxhomekeke kwimithetho yendawo esebenzayo, musa ukuqhuba ishishini neenkampani okanye abantu ukuba iWalmart iya kuthintelwa ekwenzeni njalo.
- **Funa isikhokelo.** Ngaphambi kokuthetha-thethana ngentengiselwano yamazwe aphesheya, thetha ne-Ethics & Compliance okanye i-Legal ngazo naziphi na iimpembelelo kurhwebo.

## \* Umgaqo-nkqubo Wokuthobela Urhwebo Kwihlabathi Liphela Umgaqo-nkqubo Woluleko Welizwe



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, ui-People Lead okanye i-Ethics & Compliance.



# Ukuthintela Ukuthubelelisa Imali Ngokungekho Mthethweni kunye Nobuqhetseba Ngakubathengi

I-Walmart ibonelela ngeemveliso zezezimali kunye neenkonzelo kwihlabathi liphela, kubandakanya ukuhanjiswa kwemali, ii-odolo zemali, ukutshintsha itshekhi, ukuhlawula amatyala, amakhadi ezipho, amakhadi etyala kunye neinshoensi. Uninzi lwabathengi benza ukuthengiselana ngeenjongo ezintle, kodwa abanye abaphuli-mthetho bazama ukusebenzisa iinkonzelo zethu ukuze bathubelelise imali ngokungekho semthethweni okanye ukuxhaphaza abathengi. Ukuthintela ukuthutyeleziswa kwemali ngokungekho mthethweni kunye nobuqhetseba kubathengi kukhusela abathengi kunye neenkampani zethu kwaye kungaphelisa nolwaphulo mthetho olubi.

## Umsebenzi Wokunyaniseka

- **Mazi umthengi wakho** limveliso zezezimali kunye neenkonzelo ngamanye amaxesha zifuna ukuba siqokelele ulwazi olongezelelekileyo lwabathengi. Hlola uze ufake ngokuchanekileyo ulwazi lomthengi xa kufanelekile.
- **Xela isimilo esikrokrisayo** Ukuba intengiselwano okanye umthengi ubonakala ekrokrela okanye ukuba umthengi ubonakala enokuba lixhoba lobuqhetseba, landela iinkqubo zalapha ekhaya zokuphatha intengiselwano kunye nokwenza ingxelo yomsebenzi okrokrisayo.
- **Landela imigaqo-nkqubo ye-Walmart yokulwa imali ethutyeleziswa ngokungekho semthethweni kunye nemigaqo-nkqubo yobuqhetseba yabathengi.** Ezi zinto zenzelwe ukukhusela abathengi kunye nokuqinisekisa ukuba siyathobela mayela nokufaka ingxelo kunye nezinye izibophelelo zomthetho apho sisebenza khona.

## \* Umgqo-nkqubo Wehlabathi Wokuchasana Nemali kunye Neenkonzelo zezeMali



### Yintoni ukuthutyeleziswa kwemali ngokungekho semthethweni?

Ukuthubelelisa imali ngokungekho mthethweni kuguqula ingeniso yolwaphulo-mthetho ngokuyifaka kwinkqubo yezemali esemthethweni. Kunxulumene nemisebenzi eyahlukeneyo yolwaphulo-mthetho, kubandakanya ubunqolobi, ukuthengisa iziyobisi kunye nobuqhetseba.

#### Iimpawu Zokuthutyeleziswa Kwemali Ngokungekho Mthethweni

Ukuba ujonge iimpawu, landela iinkqubo zalapha ekhaya zokuphatha intengiselwano kwaye, apho kufanelekileyo, uxele isenzo esikrokrisayo.

- Umntu onikezela ngengcaciso engaphelelanga, engeyonyani, okanye ekrokrisayo, uyala ukuphendula imibuzo, okanye abambe izazisi
- Ukuthenga ngendlela ephepha iimfuno, njengokwenza intengiselwano encinci ngaphantsi kwesixa ekufanele ukuba sixelwe kurhulumente
- Iintlawulo zisebenzisa ii-odolo zemali ezininzi okanye isixa esikhulu semali
- Ukuthengwa okukhulu kweemveliso ezihlawulelwa kwangaphambili, njengamakhadi ezipho
- Ukuthenga amakhadi esipho somntu ongaziwayo, kubandakanya icandelo likarhulumente elifana nesebe lerhafu okanye ukunyanzeliswa komthetho



## Kuthekani ukuba?

Olu lusuku oluxakeke ngokukodwa, kwaye ndinomgca omde wabathengi abalindileyo. Umthengi ophambili emgcezi ufuna ukuthumela ukugqithiselwa kwemali kumntu angamaziyo, kwaye ndicinga ukuba inokuba bubuqhetseba. Ndimela ndenze ntoni?

Ukuba ukrokrela ukuxhaphaza imali okanye ubuqhetseba, landela iinkqubo ezifanelekileyo zokuxela isenzo sokurhanela nesobuqhetseba kwilizwe lakho. Ukuba kuvunyelwe ngokusemthethweni elizweni lakho, sukuyiqqiba intengiselwano kwaye uyixele. Nangona oku kungathatha ixesha elongeziweyo kunye nokuphazamisa abathengi abalindileyo, unokuthintela ubuqhetseba okanye olunye ulwaphulo-mthetho.



## Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



# Sebenzisa Idatha kunye Nethekhnoloji Ngentlonipho Nangokuziphatha Okufanelekileyo

Xa abathengi bethu, abasebenzi bethu, kunye namaqabane ethu ezoshishino esabelana ngedatha kunye nolwazi nathi, siyakuqonda ukubaluleka kokuyigcina ikhuselekile kwaye siyisebenzisa-kunye netekhnoloji- ngokokuziphatha ngendlela abayilindeleyo. Siza kugcina kwaye sikhulise ukuthenjwa ngabantu ngokusebenzisa ngentlonipho iteknoloji, ukuhlonipha ubumfihlo babantu, nokukhusela idatha yabo.

## Umsebenzi Wokunyaniseka

- **Hlonipha intembelo abantu neshishini abayibeka kuthi.** Xa ujongene netekhnoloji kunye nolwazi lomntu okanye lweshishini, yenze ngendlela ebonisa ukuba uyakuqonda kwaye uyakuhlonipha ukubaluleka kwayo emntwini nakwishishini lethu.
- **Qonda malunga nokuba loluphi ulwazi oluqokelelwayo nokuba kutheni.** Xa siqokelela ulwazi ebantwini, yenze icace ukuba ulwazi luyaqokelelwa, kwaye uxelele umntu lowo ukuba kutheni ulufuna.
- **Xelela abantu ukuba ubusebenzisa njani ubuchwephesha kunye nento oza kuyenza ngolwazi oluqokelelwayo.** Nyaniseka, ube selubala, kwaye uchaze kwangaphambili malunga nendlela ulwazi lomntu oluya kusetyenziswa ngayo. Yisebenzise kuphela ngezi ndlela, ukuze singothusi abantu ngokusetyenziswa okungalindelekanga, okungachazwanga, okanye okungafunwayo.
- **Cinga malunga nokuba uqokelela idatha engakanani kwaye uyigcina ixesha elingakanani.** Siqokelela ulwazi ukuphucula amava okuthenga kwabathengi kunye nokuxhasa imisebenzi yethu yeshishini. Kufuneka sigcine kwaye sikhusele yonke into esiyiqokelelayo, ngoko ke qiniseka ukuba uyayidinga ngaphambi kokuba uyiqokelele. Landela umGaqo-nkqubo wakho woLawulo lweeRekhodi ngokugcina kunye nokulahla ulwazi oluqokelelwayo.
- **Khusela ulwazi** Khusela ulwazi lomntu kunye nolweshishini ekufikeleleni okungagunyaziswanga okanye ekuchazweni. Xela ngoko nangoko nakuphi na ukufikelela okwaziwayo okanye okrokrelwayo okungagunyaziswanga okanye ukudizwa usebenzisa ijelo lakho lengxelo yezehlo.
- **Landela ukhuseleko lwedatha nemithetho yabucala kunye nemigaqo-nkqubo yethu.** Yazi imigaqo-nkqubo yethu yedatha, iinkqubo kunye nolawulo olusebenza kwindima yakho kwaye uyilandele xa uphethe idatha.
- **Funa isikhokelo.** Ukuba unemibuzo malunga nendlela yokuphatha idatha okanye yeyiphi imithetho kunye nemigaqo-nkqubo esebenza kwiprojekthi yakho, nxibelelana ne-Digital Citizenship, Ubumfihlo, okanye i-Legal.

## \* Ukuthotyelwa kwemfihlo yabucala kunye noMgaqo-nkqubo weeRekhodi Umgao-nkqubo Wehlabathi Wokufaka Ingxelo Ngezehlo Zedatha



### Kuthekani ukuba?

#### Ngempazamo ndithumele i-imeyile enolwazi lwabathengi kumntu ongafanelekanga. Ndimele ndenze ntoni?

Izehlo apho ulwazi lomthengi okanye lomntu siqu lithunyelwa kumntu ongagunyaziswanga kufuneka zixelwe ngoko nangoko ngejelo lakho lengxelo yezehlo.

#### Ndifuna ukusebenzisa ababoneleli beenkonzo bangaphandle ukuprosesa ulwazi lomntu. Ngawaphi amanyathelo endifanele ndiwathathe?

Amaqela esithathu kufuneka ahlolwe, kwaye kufuneka kubekho iikhontrakthi. Landela zonke iinkqubo zalapha ekhaya zekhontrakthi kunye nokuphononongwa ngenyameko ngenxa yoku.



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.

# Thenga Ngenyameko

Siyawahlonipha amalungelo abantu abenza iimveliso esizithengisayo. Sikholelwa ekubeni kufuneka babe nendawo yokusebenza ekhuselekileyo nenempilo, kwaye siyakwalela ukusetyenziswa kwabangaphantsi kweminyaka esemthethweni yokusebenza okanye ukunyanzeliswa kwabasebenzi kwishishini lethu lonikezelo.

## Umsebenzi Wokunyaniseka

- **Yazi imigangatho yethu.** Imigangatho Yababoneleli Yethu cwangcisa okulindelweyo kunikezelo. Abasebenzi bethu kunye nabathengisi kufuneka bayazi kwaye bayilandele le migangatho.
- **Khetha abathengisi abanenkathalo.** Sebenza kuphela nababoneleli abahlangabezana neemfuno zenkqubo Yokuthobela Ukuthenga Ngenyameko kwaye abazimisele ukuvelisa ukutya kunye neemveliso ezihlangabezana nomgangatho, umthetho kunye nemigangatho yeWalmart.
- **Benze ukuba abathengisi baphendule.** Ababoneleli kufuneka badize iifektri njengoko kufunwa yiWalmart, bagqibe kwaye bathumele uphicotho-zincwadi ngexesha, kwaye basebenze namancedo abo ukulungisa konke ukungathobeli okuchongiweyo ngexesha lophicotho-zincwadi.
- **Landela umgaqo-nkqubo wethu wokuthenga ngenyameko.** Yazi iinkqubo zokuthenga ngenyameko ezisebenza kwindima yakho kwaye uzilandele.
- **Thetha uviwe.** Ukuba ukrokrela ukuba umthengisi okanye umzi mveliso awuyifikeleli Imigangatho Yababoneleli, qhagamshelana ne-Ethics & Compliance.



## Kuthekani ukuba?

**Kutyeelelo lwefektri lwamva nje, ndiqaphele ukuba abanye babasebenzi babonakala benoloyiko, kodwa umthengisi wathi yonke into ilungile. Ndimele ndenze ntoni?**

Ukuba ukrokrela ukuba abasebenzi baphathwa kakubi, xela kwi-Ethics & Compliance. Baza kujonga inkxalabo kwaye banokuthetha nomboneleli njengoko kufuneka.

**“Sikholelwa kwingcinga yemilinganiselo ekwabelwana ngayo apho iWalmart isebenza khona ingekuko ukufumana abathengi, abasebenzi, kunye nabanini zabelo, kodwa bonke abathathi-nxaxheba kubandakanya ababoneleli, abantu basekuhlaleni kunye noluntu ngokubanzi. Kubalulekile kuthi ukuba senze izinto ngendlela efanelekileyo nangendlela eyiyo.”**

- Doug McMillon,  
Umongameli ne CEO, yakwaWalmart Inc.

## Umgaqo-nkqubo Wokuthobela Ukuthenga Ngenyameko Umgaqo-nkqubo Wothintelo Abasebenzi Abanyanzeliswayo Imigangatho Yababoneleli



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.



## Khusela ipropathi Zethu

Ukunyamekela ipropathi yeWalmart kusinceda sifezekise Amaxabiso Aphantsi Yonke Imihla. Ipropathi yeWalmart-ibandakanya iikhompyuter, ukuthengisa, izixhobo, ifanitshala, izithuthi, kunye nezinto zeofisi-zinikezelwe ukuze wenze umsebenzi wakho kwaye iWalmart iphumelele njengeshishini. Siyathenjwa ukuba sisebenzisa ipropathi yeWalmart ngokufanelekileyo kwaye siyikhusela ekulahlekelweni, ekubiweni, ekusetyenzisweni gwenxa, ekonakaleni okanye ekuchithekeni.

### Umsebenzi Wokunyaniseka

- **Yiba ligosa elilungileyo.** Ukusetyenziswa ngobulumko kwezixhobo zethu kunye neemali zethu kwenza Amaxabiso Aphantsi Yonke Imihla.
- **Khusela iimali zeWalmart.** Sebenzisa imali ngenjongo elungiselelwe yona. Fumana lonke ugunyaziso olufunekayo ngaphambi kokwenza inkcitho.
- **Khusela i-intellectual property.** Ukuya kuthi ga kwinqanaba elivunyelwe ngumthetho wendawo, nantoni na oyenzayo njengenxalenye yomsebenzi wakho-kubandakanya izinto ezenziweyo, ukufumanisa, imibono, umsebenzi wobugcisa, kunye nolunye uphuculo lwenkqubo-yipropathi yeWalmart kwaye ihlala iyipropathi yeWalmart xa ushiya inkampani.
- **Xela ukusetyenziswa gwenxa** Ukuba uyazi ukuba ipropathi yeWalmart isetyenziswa gwenxa, xela kumphathi wakho, i-People Lead okanye i-Ethics & Compliance.



### Kuthekani ukuba?

**Umthengi ubuyise into eyonakeleyo, kwaye ndiyazi ukuba asinakuyithengisa. Ndingagoduka nayo?**

Hayi. Nokuba impahla ethengiswayo imoshakele okanye iphelelwe lixesha, iseyipropathi yeWalmart. Yenza ingxelo ngokufanelekileyo kwaye uprowusese loo nto ngenkqubo yokubuyisela esekiweyo.



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.





# Sukusebenzisa Gwenxa Ulwazi Lwangaphakathi

Ungaba nolwazi olubalulekileyo malunga neshishini lethu olungekenziwa lwaziwe luluntu jikelele. Ulwazi lwangaphakathi lunokuchaphazela iWalmart's okanye elinye lamaxabiso ezabelo eqabane lethu. Ngokurhweba ngokusekelwe kwinkcazelo efumaneka kuluntu jikelele nesemthethweni, sigcina igama likaWalmart lokunyaniseka nokulunga.

## Umsebenzi Wokunyaniseka

- **Musa ukurhweba ngolwazi lwangaphakathi.** Kuba iWalmart yinkampani ethengisa izabelo esidlangalaleni eMelika, sonke kufuneka sithobele imithetho yase-U.S.yokurhweba ngezabelo, ebandakanya izithintelo kurhwebo lwangaphakathi. Ukuba unolwazi oluthile olubalulekileyo okanye olubuthathaka malunga neWalmart okanye amaqabane ethu eshishini olungaziwayo luluntu jikelele, akukho semthethweni ukuthenga okanye ukuthengisa izabelo kwiWalmart okanye kwezo nkampani. Imizekelo yolwazi lwangaphakathi ibandakanya iziphumo zezemali, amaxabiso okanye utshintsho kwisicwangciso sokuthengisa, amatyala abalulekileyo okanye iikhontrakthi, utshintsho oluphambili kulawulo, kunye noqikelelo lwentengiso kunye nengeniso. Ukuba awuqinisekanga ukuba ikhona into ekufaneleyo njengolwazi lwangaphakathi, nxibelelana ne-Legal ukufumana ingcebiso.
- **Yigcine kuwe.** Yabelana kuphela ngolwazi lwangaphakathi nabasebenzi abaludingayo ukuze benze imisebenzi yabo.
- **Musa ukwabelana ngeengecebiso zangaphakathi.** Musa ukwabelana ngolwazi lwangaphakathi ngaphandle kweWalmart, nkqu namalungu osapho okanye nabahlobo. Xa uxoxa ngolwazi lwangaphakathi yazi indawo okuyo ukuze uphephe ukuviwa ngabantu.

## \* Umgaqo-nkqubo Worhwebo Lwangaphakathi



### Kuthekani ukuba?

**Ndiyazi malunga nemveliso entsha emangalisayo omnye wababoneleli bethu sele eza kuyilungisa. Iindaba azikho esidlangalaleni. Ndingacebisa umhlobo wam ukuba athenge izabelo kuloo nkampani ukuba andixeli ukuba kutheni?**

Hayi. Nokuba awuniki sizathu sengcebiso, usophula umthetho ukuba wenza ingcebiso ngokusekwe kulwazi lwangaphakathi. Ukuba awuqinisekanga ukuba urhwebo luvumelekile na, nxibelelana ne-Legal.



### Xa uthandabuza — buza.

Ukuba unemibuzo okanye unenkxalabo, yazisa umphathi wakho, i-People Lead okanye i-Ethics & Compliance.

## Iinombolo Zomnxeba ze-Global Ethics

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\*Qaphela: Iinombolo zingathintsha

## Imibuzo okanye linkxalabo



Thetha nomphathi wakho, umphathi wenqanaba elilandelayo, i-People Lead, i-Ethics & Compliance, okanye i-Legal.



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**800-963-8442 (1-800-WM-ETHIC)** E-US, Canada, kunye ne-Puerto Rico, okanye inombolo yefowuni yasekuhlaleni.

Inombolo Yoncedo ye-Ethics iyafumaneka iiyure ezingama-24 ngosuku, iintsuku ezisi-7 ngeveki kwaye iyafumaneka kuninzi lweelwimi zasekuhlaleni.



**IWalmart Inc.**

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