

Walmart 

Ubuqotho 
Bakha

Ukwethembana

UMTHETHO WOKUZIPHATHA

Uhlu Lokuphakathi



Umyalezo ovela kuyi-CEO Yethu	4
Ukuziphatha Kwethu Nomthetho Wethu Wokuziphatha	6
Indlela Yokusebenzisa Umthetho Wethu Wokuziphatha	8
Okwenza Sibe Nomthetho Wokuziphatha	9
Labo Abangaphansi Komthetho Wethu Wokuziphatha	9
Lapho Kufanele Ukhulume Khona	10
Indlela Yokhuluma	10
Khuluma Ngaphandle Kokwesaba Ukuphindiselwa	11
Ubuqotho bakha ukwethembana.	12
Ukwethembeka Kuqala Ngawe	14
Yeza Izinqumo Ezilungile	15
Bona futhi Ugweme Izingxabano Zebhizinisi	16
Yakha Ukwethembeka Ezisebenzini Zethu	20
Yakha Indawo Ephephile Yokusebenza Nokuthenga	21
Hloniphanani	22
Sebenza Ngendlela Efanele	24
Yakha Ukwethembana Emakhasimendeni Ethu	26
Thengisa Ukudla Nemikhiqizo Ephephile	27
Vikela Imvelo	28
Hlinzeka Ngokunakekelwa Kwezempilo Okusezingeni Eliphezulu	29
Yakha Ukwethembana Ebhizinisini Lethu	30
Ncitisana Ngobulungisa	31
Ungalokothi Ubandakanyeke Ekufumbathiseni	32
Gcina Amarekhodi Anembile	34
Landela Imithetho Yangaphakathi Yokuthenga Nokuthengisa	35
Vimba Ukukhwabanisa Imali Kanye Nokukhwabanisa Kwabathengi	36
Sebenzisa Imininingwane Nezobuchwepheshe Ngenhlonipho Nangendlela Efanele	38
Funa Imikhiqizo Ngendlela Efanele	39
Vikela Impahla Yethu	40
Ungasebenzisi Kabi Imininingwane Yangaphakathi	41
Izinsiza	42

Umyalezo ovela kuyi-CEO Yethu



Eminyakeni ecishe ibe ngamashumi ayisithupha edlule sazimisela ukuba yinkampani ezokonga isikhathi nemali yabantu futhi sibasize baphile kangcono. Yayingekho indlela yokwazi ngaleso sikhathi ukuthi siyoba nethuba lokusebenzisa ubukhulu bebhizinisi lethu ukuze senze umehluko ekuphileni kwabantu. Njengoba umhlaba uqhubeka ushintsha—ngezinga elishesha kakhulu namuhla kunangesikhathi siqala—siqinisa ukuzibophezela kwethu hhayi nje ukuba sivumelane nezikhathi futhi sikhule kodwa nokuba sihole.

Sizikhumbuza nsuku zonke ukuthi umsebenzi wethu awupheleli nje kulokho esikuzuzayo kodwa uthinta nendlela esikuzuzayo ngayo. Indlela esiphatha ngayo ibhizinisi lethu ibaluleke njengayo imikhiziqo esiyidayisayo nezinkonzo esihlinzeka ngazo. Lokho kusho ukuhlonipha imithetho yemiphakathi esisebenzela kuyo. Kodwa lokho akwanele. Abantu abasebenza e-Walmart kulindeleke ukuba basebenze ngokuvumelana nendlela yethu yokuziphatha. Silindeleke ukuthi konke okwenzayo kuqondiswe ukulunga, ukungakhethi, ubulungisa kanye nobuqotho. Ngokusebenza ngale ndlela, umuntu ngamunye kithi uzodlala indima ebalulekile ekubumbeni isiko lethu, sakhe ukwethembana futhi sikwazi ukufinyelela umgomo wethu nobukhulu njengenkampani.

Umthetho Wethu Wokuziphatha uveza lokho okubalulekile kithi. Usebenza kithi sonke—kimi, kumalungu Ebhodi, kubaphathi, nakuzo zonke izisebenzi ze-Walmart. Silindeleke nokuba labo esibambisene nabo ebhizinisini bayamukele indlela yethu yokuziphatha futhi benze ngokuvumelana nale mithetho yethu ephakeme. Izisebenzi nesibambisene nabo abangayihloniphi le ndlela yokuziphatha abamukelekile e-Walmart.

Sicela ufunde Umthetho wethu Wokuziphatha. Wuhlale njalo. Wuvumele ukuqondise ukuze wenze izinqumo ezithembekile nezingakhethi futhi uhloniphe imithetho nezinqubogomo ezithinta indlela yethu yokuziphatha. Isekelwe emhlahlandleleni olula: yenza into elungile futhi ukhulume noma nini lapho kukhona okukukhathazayo noma lapho ubona okuthile okungalungile.

Siyabonga ngokudlala indima yakho.



Doug McMillon
UMongameli ne-CEO
Walmart Inc.



Ukuziphatha Kwethu Nomthetho Wethu Wokuziphatha



Ukuziphatha Kwethu

Ukuthenjwa amakhasimende ethu, imiphakathi, izisebenzi kanye nababambisene nathi ebhizinisi yikona okusenza sihambe phambili. Kubalulekile ukucabanga ngendlela esiziphatha ngayo futhi siqikelele ukuthi sakha isiko elikhuthaza ukwethembana. U-Sam Walton wasungula inkampani eqondiswa ukuziphatha okuhle, namuhla esekelwe ezinsikeni ezine zokuziphatha: inhlonipho, inkonzo, izinga eliphezulu lomsebenzi kanye nobuqotho. Lezi zindlela zokuziphatha aziphelwa yisikhathi. Lapho ukuziphatha kwethu kuvumelana nalezi zindlela ezine zokwenza izinto, sizokwakhakha ukwethembeka, sakhe indawo ekahle yamaqembu ethu futhi siphumelele.



Ukuhlonipha omunye umuntu

Siphatha abantu ngenhlonipho, sihole ngesibonelo futhi siyalalelana. Sizama ukwamukela ukungafani kwabantu, imibono kanye nezinto ezingafani abantu ababhekana nazo.



Isevisi Esiyinika I khasimende

Amakhasimende ethu eza kuqala, sicabanga ngezinto azifunayo nazidingayo bese senza okungaphezu kwalokho akulindele.



Silwela Ukuwenza Kahle Kakhulu Umsebenzi Wethu

Siyithimba elenza umsebenzi osezingeni eliphezulu futhi silindele okungcono kakhulu kithi ngokwethu. Siyaziqhenya ngomsenzi wethu nangemiphumela esiyitholayo.



Yenza ngobuqotho

Sithembekile, asikhethi, futhi asisebenzisi imizwa yethu. Siyakhuluma ngezinto ezisikhathazayo futhi siyayihlonipha yonke imithetho nezinqubomgomo zethu.

Ukuze senze ngokuvumelana nenjongo yethu nendlela yethu yokuziphatha kuyaphoqa ukuthi zonke izinqumo zethu ziqondiswe isiko lobuqotho. Sizibophezele ekuqhubeni ibhizinisi ngendlela efanele. Umthetho wethu uveza lokho esiyikho njengenkampani futhi ubonisa indlela esisebenzisa ngayo isiko lobuqotho emsebenzini wethu nsuku zonke. Ubuqotho bakha ukwethembana. Yingakho izisebenzi zethu, amakhasimende, abatshali zimali, abahlinzeki kanye nababambisene nathi ebhizinisini bekhetha i-Walmart—bayazi ukuthi siyibhizinisi abangalethemba.

“...Akukho okungathathela indawo ukuzikhandla, ubuqotho kanye nokuzinikela ukushiya lo mhlaba uyindawo engcono kunangesikhathi esifike kuwo.”

- Sam Walton, Umsunguli, Walmart Inc.

Indlela Yokusebenzisa Umthetho Wethu Wokuziphatha



Okwenza Sibe Nomthetho Wokuziphatha

I-Walmart yinkampani edayisa impahla—iphinde ibe yinkampani yezokuthuthwa kwempahla, eyezempilo, eyokukhiqiza, eyokudayisa ngezakhiwo kanye neyezobuchwepheshe. Sihlale sishintsha. Senza izinqumo eziningi nsuku zonke, futhi into elungile ayicacile ngaso sonke isikhathi. Umthetho wethu ungasisiza senze izinqumo ezenza sethenjwe futhi zakhe ukwethembana. Usitshela ngendlela yokuziphatha esiyilindele kithi sonke nokuthi singayithola kuphi imininingwane eyengeziwe noma ukusekelwa. Umthetho wethu ugxila ezindleleni zokuziphatha ezenza lokhu:



Yakha ukwethembana ezisebenzini zethu



Yakha ukwethembana emakhasimendeni ethu



Yakha ukwethembana ebhizinisini lethu

Umthetho wethu uqinisekisa ukuthi i-Walmart izibophezele ekuhlonipheni imithetho nezinqubo zasezindaweni esisebenzela kuzo. Ngenxa yokuthi siyinkampani yase-U.S. esebenza emhlabeni wonke, izisebenzi zethu emhlabeni ngokuvamile ziba ngaphansi kwezimfuneko ezengeziwe zomthetho, kuhlanganise neminye imithetho yase-U.S. Lapho imithetho yasendaweni noma imikhuba evamile ingaqinile, Umthetho wethu Wokuziphatha usasebenza. Uma ukholelwa ukuthi uMthetho wethu Wokuziphatha uphikisana nomthetho wendawo, xhumana nomnyango wethu wezoMthetho ukuze uthole isiqondiso salokho okumelwe ukwenze.

Labo Abangaphansi Komthetho Wethu Wokuziphatha

Umthetho wethu usebenza kuzo zonke izisebenzi ze-Walmart kanye nezinkampani ezingaphansi kwayo. Isebenza nasemalungwini ebhodi le-Walmart nawezinkampani ezingaphansi kwayo lapho esebenza njengabaqondisi bethu. Umthetho wethu uhunyushelwe ezilimini eziningi ukuze izisebenzi zethu ziwuqonde kalula. I-Walmart ingase ishintshe okuqukethwe Umthetho wethu Wokuziphatha njengoba sishintsha futhi sibhekana nezinkinga ezintsha. Silindele ukuthi abahlinzeki bethu, abasidayiselayo, abasihlinzeka ngezinkonzo kanye nalabo esibambisene nabo ebhizinisini baziphathe ngobuqotho futhi bahloniphe indlela yethu yokuziphatha. Izimfuneko eziqondile zalezi zinkampani eziseceleni zifakiwe Imithetho Yabahlinzeki enkontilekeni yethu nazo.

Izisebenzi eziphula Umthetho wethu Wokuziphatha zingase zithole isiyalo ngisho nokuxoshwa emsebenzini.

Ezimweni ezingavamile, kungase kufaneleke ukuba siyihoxise ingxenye Yomthetho wethu Wokuziphatha. Ukuze ucele ukuhoxiswa komthetho, xhumana nabanakekela Ezokuziphatha Nokulalela kusengaphambili mayelana nomsebenzi ofuna ukuhoxiswa komthetho kuwo. Lapho abaphathi abakhulu noma abaqondisi becela ukuhoxiswa komthetho, Yibhodi Labaqondisi Le-Walmart (noma ikomiti Lebhodi) kuphela elingabavumela, futhi lokhu kuyochazwa emphakathini uma umthetho udinga lokho.

Lapho Kufanele Ukhulume Khona

Ukwakha ukwethembana kudinga ukuba senze into efanele futhi sikhulume uma sinemibuzo noma izinto ezisikhathazayo. Uma ungayazi into efanele okumelwe uyenze, cela iseluleko kumphathi wakho, Kumholi Wabantu noma kulabo abanakekela Ezokuziphatha Nokulalela. Ezokuziphatha Nokulalela zingakutshela into efanele ongayenza. Izwi lakho malizwakale futhi uthole izimpendulo ozidingayo.

Uma ubona, usola, noma utshelwa ngento ethile ephula Umthetho wethu Wokuziphatha, izinqubomgomo, Imithetho Yabahlinzeki, noma umthetho, kumelwe ukubike lokho. Ukwenza ngathi awuboni noma ukulindela omunye umuntu ukuba abike kungase kubonakale kulula, kodwa ukuziphatha ngendlela engafanele nephula umthetho kusilimaza sonke. Iqeda ukwethembana. Bika okukukhathazayo futhi ubambisane ngokugcwele nangokwethembeka nalo lonke uphenyo lwangaphakathi.

Indlela Yokhuluma

 **Izinto eziningi ezikukhathazayo ungazibika kumphathi wakho, Umholi Wabantu, abanakekela Ezokuziphatha Nokulalela noma Ezomthetho.**

Nokho, uma okukukhathazayo kumayelana nokunye kwalokhu okulandelayo, kumelwe kubikwe ngokushesha nangokuqondile kwabanakekela Ezokuziphatha Nokulalela Emhlabeni:

- **Ukufumbathisa (kuhlanganisa nanoma yikuphi ukuphulwa okusolwayo Kwenqubomgomo yethu Yokungenzi Inkohlakalo)**
- **Ukuqamba amanga emarekhodini ezimali noma ukuphazamisa ukulawula kwethu kwangaphakathi kokubikwa okunembile kwezimali**
- **Isikhulu senkampani noma umbiko oqondile kunoma iyiphi i-CEO yenkampani okungenzeka iphula Umthetho wethu Wokuziphatha**

Izinqubomgomo zasemhlabeni jikelele noma zasendaweni zingase zibonise izinkinga ezengeziwe okumelwe zibikwe ngokuqondile kulabo abanakekela Ezokuziphatha Nokulalela.

Yonke imibiko eyethulwa kulabo abanakekela Ezokuziphatha Nokulalela igcinwa iyimfihlo ngangokunokwenzeka. Isiza ngokulandelela uma uzidalula. Uma ungakhululeki ngokuzidalula, ungathumela imibiko Kwabosizo Lokuziphatha ngaphandle kokudalula igama lakho ngokwezinga elivunyelwa umthetho.



Izindlela Zokukhuluma



Khuluma nomphathi wakho, umphathi osezingeni elilandelayo, Umholi Wabantu, labo abanakekela Ezokuziphatha Nokulalela noma Ezomthetho.



www.walmartethics.com



ethics@walmart.com



800-963-8442 (1-800-WM-ETHIC) e-U.S., e-Canada, nase-Puerto Rico, noma inombolo yocingo yasendaweni yangakini esohlwini olusekugcineni Komthetho wethu Wokuziphatha. Abosizo Lokuziphatha batholakala amahora angu-24 ngosuku, izinsuku ezingu-7 ngesonto futhi batholakala ngezilimi eziningi zasendaweni.



Walmart Inc.

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

Khuluma Ngaphandle Kokwesaba Ukuphindiselwa

I-Walmart ayikubekezeleli ukuphindiselwa ngenxa yokubika okukukhathazayo noma ngenxa yokubamba iqhaza ophenyweni. Noma yisiphi isisebenzi esiziphindiselelayo siyobhekana nokwahlulelwa. Uma unomuzwa wokuthi kukhona oziphindiselayo kuwe ngenxa yokubika okukukhathazayo, xhumana Nomholi Wabantu noma labo abanakekela Ezokuziphatha Nokulalela.

Siyazi ukuthi kudinga isibindi ukuba ukhulume usho okukukhathazayo. Ukutshela izisebenzi ukuthi zingabiki okuthile okuzikhathazayo okuthinta ukuziphatha kwenqatshelwe futhi kungaholela ekwahlulelweni. Lapho sikhuluma ngokumelene nezinto ezingalungile, sinamathela endleleni yethu yokuziphatha Nasemthethweni wethu Wokuziphatha. Ukubika okuthile ngoba ukhathazekile ngeke kukufake enkingeni, ngisho noma wenza iphutha ungangahlosile. Ukubika umbiko ongamanga ngamabomu kuphambene nendlela yethu yokuziphatha futhi kuyobangela ukuba wahlulelwe.

Siyiphenya ngendlela efanele imibiko yokungaziphathi kahle. Sabelana ngemininingwane kuphela lapho kunesidingo sokwazi. Uma ucelwa ukuba ubambe iqhaza ophenyweni, nikeza izimpendulo ezithembekile neziphelele, futhi ungangaxoxi ngophenyo nezinye izisebenzi.



Ubuqotho Bakha Ukwethembana

Ukwethembeka Kuqala Ngawe



amakhasi 14-19

Yakha Ukwethembana Ezisebenzini Zethu



amakhasi 20-25

Yakha Ukwethembana Emakhasimendeni Ethu



amakhasi 26-29

Yakha Ukwethembana Ebhizinisini Lethu



amakhasi 30-41



Ukwethembeka Kuqala Ngawe



Yeza Izingqumo Ezilungile

Sakha ukwethembana lapho senza izingqumo njalo ngokuvumelana nendlela yethu yokuziphatha futhi samukele umthwalo wezenzo zethu. Ukuba nesimilo kusho ukwenza into efanele ngisho noma kungekho umuntu okubonayo.

Izenzo Zobuqotho

- **Lalela umthetho.** Funda ngemithetho esebenza endimeni yakho ebhizinisini lethu.
- **Wazi uMthetho wethu futhi uphile ngokuvumelana nendlela yethu yokuziphatha.** Phinde uwahlolile uMthetho wethu futhi uqonde indlela wona kanye nezinqubomgomo zethu ezisebenza ngayo emsebenzini wakho. Izisebenzi kumelwe ziqede noma yikuphi ukuqeqeshwa okudingekayo Emthethweni wethu Wokuziphatha futhi zivume ukuthi ziwufundile zawuqonda.
- **Yenza okuzuzisa i-Walmart.** Ungalokothi uvumele ukuzicabangela wena kuthinte izingqumo zebhizinisi ozenzayo njengesisebenzi se-Walmart.
- **Thembeka.** Ungafihli lutho futhi wenze izingqumo ezibonisa indlela yethu yokuziphatha.
- **Hola ngesibonelo.** Khuluma Ngomthetho wethu Wokuziphatha nangendlela yethu yokuziphatha nezinye izisebenzi kanye namalungu ethimba.
- **Lapho ungaqiniseki—cela usizo.** Uma unemibuzo noma okukhathazayo, tshela umphathi wakho, Umholi Wabantu, abanakekela Ezokuziphatha Nokulalela noma Ezomthetho.

“Ungalulazi idumela lakho. Liyinto ebaluleke kakhulu. Ungalahlekelwa ubuqotho bakho... yiba negama elihle.”

- Sam Walton, Umsunguli, Walmart Inc.



Ngaphambi Kokwenza, Buza Le Mibuzo

- **Ingabe kungokomthetho?**
- **Ingabe kuyavumelana nendlela yethu yokuziphatha Nomthetho wethu Wokuziphatha?**
- **Ingabe kuyayizuzisa i-Walmart?**

Uma impendulo yanoma imuphi umbuzo kulena "inguCha," ungakwenzi. Uma ungaqiniseki ngempendulo, buza umphathi wakho, Umholi Wabantu, abanakekela Ezokuziphatha Nokulalela noma Ezomthetho ukuze uthole isiqondiso.



Indima Yabaphathi

Abaholi banomthwalo wokugquzela ubuqotho futhi bakhe ukwethembeka. Uma ungumholi noma uqondisa abanye, i-Walmart ilindele ukuba wenze lokhu:

1. Lindela okuvumelana nokuziphatha kwethu, singatha imibuzo nokukhathaza abantu ngendlela efanele, futhi ubike izinkinga njengoba kusho izinqubomgomo.
2. Lalela izisebenzi ezifuna iseluleko noma ezisho lokho okuzikhathazayo.
3. Ungayithathi kalula imibiko yokuziphatha okungafanele futhi uqinisekise ukuthi isingathwa ngendlela efanele.
4. Melana ngokuqinile nokuhlukumeza, ukwesatshiswa, nokuziphindiselela.

Bona futhi Ugweme Izingxabano Zebhizinisi

Izinqumo ezinobulungisa nezingahileli imizwa zakha ukwethenjwa yizisebenzi, amakhasimende kanye nezinkampani esisebenzelana nazo. Lapho senza izinqumo zebhizinisi, sicabanga ngokuzuzisa i-Walmart ngaphambi kokuzicabangela thina. Ukungqubuzana kwezbhizinisi kwenzeka lapho ukuzicabangela komuntu kuphazamisa, noma kubonakala sengathi kuphazamisa umsebenzi wethu e-Walmart. Nakuba singenakubala zonke izimo, kubalulekile ukwazi nokugwema izimo ezivamile ezingabangela ukungqubuzana noma zinikeze umbono wokungqubuzana. Imisebenzi eseceleni, ukutshalwa kwezimali, izipho nezokuzijabulisa, kanye nobuhlobo nabantu konke lokhu kuyizinto ezingabangela ukungqubuzana.

Uma uqaphela ukuthi isenzo noma isimo singathonya noma sibonakale sengathi sithonya ikhono lakho lokwenza izinqumo zebhizinisi ezifanele, tshela umphathi wakho, Umholi Wabantu noma labo abanakekela Ezokuziphatha Nokulalela. Bangakusiza uthathe izinyathelo zokugwema noma zokulungisa ukungqubuzana.

Ukuqashwa Ngaphandle Kanye Namabhizinisi

- Ungasebenzeli imbangi ngesikhathi uyisisebenzi esiphethe noma isisebenzi esikhokhelwayo. Izisebenzi ezisebenza ngehora kufanele zixoxe nabaphathi bazo ukuze kutholakale ukuthi kukhona yini ukungqubuzana ngaphambi kokuba zamukele umsebenzi embangini.
- Ungasebenzisi indima yakho e-Walmart ukuze uthuthukise ibhizinisi lakho eliseceleni. Ibhizinisi lakho eliseceleni akumelwe liphazamise umsebenzi wakho e-Walmart noma usebenzise impahla yase-Walmart, kuhlanganise nekhadi lakho lesephulelo njengesisebenzi. Alikwazi ukhlinzeka i-Walmart ngemikhiqizo, lithumele imikhiqizo kunoma yimuphi umhlinzeki we-Walmart wamanje noma ongase abe umhlinzeki onobuhlobo bebhizinisi naye noma ithonya, lincintisane ne-Walmart noma libe nomthelela ongemuhle e-Walmart.
- Ngesikhathi usebenzela i-Walmart, ungase ubone ithuba lebhizinisi noma lokutshala imali i-Walmart engase ibenesifiso kulo. Ungazithatheli lawo mathuba owathole ngesikhundla sakho noma ngokusebenzisa impahla ye-Walmart noma imininingwane.

Inqubomgomo Yomhlaba Wonke Yokungqubuzana Kwezamabhizinisi



Cabanga ngakho

Buza le mibuzo uma ungaqiniseki ngokuthi isimo singaholela yini ekugqubuzaneni noma singenza kubonakale sengathi kunokungqubuzana.

- 1. Ingabe lokhu kungathonya inhloso noma ukwahlulela kwami lapho ngenza izinqumo?**
- 2. Ingabe lokhu kungabonakala kwabanye kungqubuzana?**

Uma impendulo "inguyebo" komunye wale mibuzo, noma uma ungaqiniseki ngempendulo, buza umphathi wakho, Umholi Wabantu noma abanakekela Ezokuziphatha Nokulalela ukuze uthole iseluleko.



Ukutshala Izimali

- Ungatshali izimali kumhlinzeki we-Walmart uma ungathonya ubuhlobo be-Walmart nalowo mhlinzeki.
- Ungabi namasheya (ngokwesibonelo, ukuba nesitoko) kwesincintisana nabo. Hlola Inqubomgomo Yomhlaba Wonke Yokungqubuzana Kwezamabhizinisi ukuze uthole imingcele eqondile.

Izipho Nezokuzijabulisa

- Zenqabe izipho nokokuzijabulisa okuvela kumhlinzeki uma usebenza noma ungase usebenze nalowo mhlinzeki endimeni yakho e-Walmart. Ukwamukela noma yiziphi izinzuzo kumhlinzeki esisebenza naye kungase kubangele ukungqubuzana noma kukhuphule amanani okwenza ibhizinisi.
- Chaza inqubomgomo yethu yezipho nezokuzijabulisa kubahlinzeki bethu abasha. Iminyango yezimpahla iyahluka emazweni esisebenza kuwo, kodwa inqubomgomo yethu ngezipho nezokuzijabulisa isebenza yonke indawo lapho senza khona ibhizinisi.
- Yenqaba izipho kanye nezokuzijabulisa kunoma yisiphi isikhulu sikahulumeni.
- Sivamile ukuhlola noma ukuvivinya into edayiswayo ukuze lokho kususize siqonde kangcono umkhiqizo noma ibhizinisi esingase sifune ukulithenga. Lokhu akukona ukungqubuzana uma nje sinciphisa ukuhlola izinto. Landela inqubomgomo yasendaweni ngokuphathelele nokuhlola nokuvivinya imikhiqizo.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Ubuhlobo Bezisebenzi

Umndeni

Ungaqondisi noma uhileleke ngokuqondile ekusingathweni kokuqashwa kwelungu lomndeni. Ungathonyi izimo zezisebenzi (ngokwesibonelo, iholo, amahora okusebenza, noma umsebenzi eziwenzayo) noma uhlole izinga lokusebenza lanoma yiliphi ilungu lomndeni. Ezimweni ezithile ezingavamile, inkampani ivumela amalungu omndeni ukuba asebenze ebhandeni elilodwa lokubika uma kunokuqhelelana okwanele. Akuvamile ukuba esitolo, eklabhini, noma esikhungweni sokusabalalisa izinto kube namazinga anele okuqhelelana. Uma uzwa ukuthi ilungu lomndeni lingase lithole umsebenzi noma liqashwe endaweni obika kuyo, kufanele umazise umphathi wakho, Kumholi wabantu noma kwabanakekela Ezokuziphatha Nokulalela.

- **Ilungu lomndeni** yinoma yisiphi isihlobo (oshade naye, ingane, umzali, ozalwa naye, ugogo, umkhulu, noma umzukulu) sakho ngokuzalwa, ngokutholwa, ngomshado, ngokuhlalisana noma ngesivumelwano kanye nanoma ubani ohlala naye ekhaya kungakhathaliseki ukuthi niyahlobana yini.

Ukuthandana

Ungathandani nesinye isisebenzi uma leso sisebenzi singaphansi kokuqondisa kwakho noma uma unethonya ezimweni zokuqashwa kwaleso sisebenzi noma ukuhlolwa kwendlela esisebenza ngayo. Uma isisebenzi osuthandana naso kakade siba ngaphansi kokuqondisa kwakho ngenxa yoshintsho esimweni senhlangano, kufanele ngokushesha wazise lobo buhlobo kumphathi wakho, Kumholi Wabantu noma kwabanakekela Ezokuziphatha Nokulalela.

- **Umuntu othandana naye** yisoka noma yintombi yakho noma umuntu eninobuhlobo bokuya ocansini.



Ingabe ubungane bungabangela ukungqubuzana?

Yebo, uma ukujula kobuhlobo bakho obuseduze nomuntu kuphazamisa ikhono lakho lokwenza izinqumo ezifanele. Ubuhlobo obuseduze nomuntu akukona nje ukuhlanganyela emisebenzini efanayo yomphakathi. Ukuya endaweni efanayo yokukhulekela, ukuba nezingane ezidlala eqenjini elilodwa lezemidlalo, noma ukuba senhlanganweni eyodwa endaweni enihlala kuyo, lokho ngeke kunenze abangane abaseduze. Kungase kube nzima ukunquma ngokwakho ukuthi umngane oseduze angathonya izinhloso zakho.

Khuluma nomphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela ngendlela ongasingatha ngayo kangcono isimo sebhezini uma kuhileleka umngane oseduze.



**Inqubomgomo Yomhlaba Wonke
Yokungqubuzana Kwezamabhezini**

Ubuhlobo Nabahlinzeki

- Uma umngane osezude, ilungu lomndeni, noma umuntu othandana naye esebenzela umhlinzeki onethonya kuye, mazise umphathi wakho, Umholi Wabantu noma abanakekela Ezokuziphatha Nokulalela ukuze uthole iseluleko sendlela yokusingatha isimo uma kungase kube khona ukungqubuzana.
- Ngaphambi kokubamba iqhaza ekukhethweni komhlinzeki oqashe ilungu lomndeni wakho, umngane osezude, noma umuntu othandana naye, chaza lobo buhlobo kumphathi wakho, Umholi Wabantu noma kwabanakekela Ezokuziphatha Nokulalela ukuze uthole iseluleko sendlela yokusingatha okungase kube ukungqubuzana.



Kuthiwani uma?

Ngisebenza Emnyangweni Wezezimali, futhi ngithole isipho sosuku lokuzalwa kumngane ophinde abe umhlinzeki wamathoyizi. Ngingasigcina yini isipho?

Yebo. Emsebenzini wakho, awunalo ithonya ebuhlotsheni be-Walmart bebhizinisi nalo mhlinzeki. Ukube ubusendimeni ekwenza ube nethonya ebuhlotsheni be-Walmart nomhlinzeki, khuluma nomphathi wakho, Umholi Wabantu noma abanakekela Ezokuziphatha Nokulalela ukuze uthole iseluleko sokusingatha lesi simo.

Ngihlala endaweni enabahlinzeki be-Walmart bezinto zokudayisa. Ngisebenza Emnyangweni Wokudayisa. Umphakathi engihlala kuwo unemicimbi eminingi yomphakathi lapho kumenywa khona wonke umuntu ohlala kulowo mgwaqo. Ingabe kuwukungqubuzana uma ngiya?

Cha, akukhona ukungqubuzana uma uya. Ungahlanganyela emicimbini evamile yomphakathi kodwa uqaphele indlela abanye abangase babheke ngayo indlela oxoxa ngayo nabahlinzeki onethonya kubo.



Yakha Ukwethembeka Ezisebenzini Zethu



Yakha Indawo Ephephile Yokusebenza Nokuthenga

Ukwenza i-Walmart indawo ephephile yokusebenza nokuthenga kwakha ukwethenjwa yizisebenzi namakhasimende—futhi kuyinto efanelekile ukuyenza. Uma ubona okuthile okungabeka ukuphila noma ukuphepha komuntu engcupheni, kubike ngokushesha futhi uthathe isinyathelo sokucina wena nabanye niphephile.

Izenzo Zobuqotho

- **Yeka ukusebenza uma izimo zingaphephile futhi ubike okukukhathazayo.** Qapha izinto eziyingozi ezingalimaza wena nabanye.
- **Ungasebenzi uphuzile.** Utshwala nokusebenzisa kabi izidakamizwa kungawuthinta umsebenzi wakho kanye nokuphepha kwabantu abaseduze nawe.
- **Zivikele.** Sebenzisa izingubo zokuphepha ezifanele futhi ulandele konke ukuqeqeshwa nezinqubo. Yazi ukuthi kumelwe wenzeni lapho ulimala noma esimweni esiphuthumayo.
- **Qapha lapho usebenzisa imishini.** Ungawusebenzisi umshini noma ithuluzi ngaphandle uma uqeqeshiwe, unezingubo zokuphepha ezifanele, futhi ulandela zonke izingubo zempilo nokuphepha.
- **Landela izimfuneko zokuphepha lapho ushayela.** Bacabangele abanye emgwaqeni. Ukufika uphephile lapho uya khona kubaluleke kakhulu kunokufika ngokushesha.
- **Asilubekezeleli nhlobo udlame nokusongela abanye.** Bika ngokushesha ngokuphathelene nokuziphatha kumphathi okhokhelwayo noma Kumphathi wakho Wezokuphepha/ Umphathi Ovikela Impahla.
- **Landela imithetho yempilo nokuphepha kanye nezinqubomgomo zethu.** Zazi izingubo zempilo nokuphepha ezisebenza endimeni yakho futhi uzilandele.



Kuthiwani uma?

Igumbi elingemuva ligcwele amabhokisi futhi izindawo eziningi zokuhamba zivalekile. Angizwa ngiphephile, kodwa umphathi womnyango wami uthe ngingakhathazeki. Kufanele ngenzeni?

Akulungile ukushalazela into eyingozi kwezokuphepha ngisho noma umphathi wakho ethi ungakhathazeki. Khuluma nomunye umphathi noma Nomholi wakho Wabantu ngezinto ezikukhathazayo. Uma usakhathazeke ngokuphepha ngemva kokuxoxa nabo, xhumana nabanakekela Ezokuziphatha Nokulalela.

* Inqubomgomo Yezemvelo, Impilo Nokuphepha Emhlabeni



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Hloniphanani

Ukuphila ngendlela yethu Yenhlonipho kuqala ngokuthi umuntu ahloniphe ukungefani kwabantu kanye nokubandakanya abanye. Sikholelwa ukuthi ukuba nezisebenzi ezivela ezizindeni ezingafani, ezinendlela yokwenza engafani, ezinomlando ongafani, ubuntu kanye nemibono kusenza sibe yinkampani engcono. Ukubandakanya bonke abantu kungumthetho womhlaba—kusho ukusebenzisa isikhathi namandla ukuze kuqondwe, kusekelwe futhi kuthuthukiswe ukungafani kwabantu. Ukuhluka kwabantu kanye nokubabandakanya bonke kukhuthaza abantu ukuba bakhulume, babe nobuciko, benze izinto ezintsha futhi baphumelele—futhi kusizisa siqonde kangcono amakhasimende ethu futhi siwanike izinkonzo.

Sizibophezele endaweni yokusebenza engahlukumezi muntu futhi engabandlululi. Asikubekezeleli noma yikuphi ukuziphatha okwehlisa isithunzi somunye umuntu, ukuphazamisa okungafanele nokungenasidingo komsebenzi, noma ukusongela, ukuphatha kabi, noma indawo yokusebenza edelela omunye ngenxa yesimo esivikelwe somuntu. Asikubekezeleli ukuziphindisela kunoma ubani oveza into emkhathazayo ngokuhlukunyezwa noma ukubandlululwa.

✦ Inqubomgomo Yokuvimbela Ukubandlulula Nokuhlukumeza Emhlabeni



I-Walmart ayikubekezeleli ukubandlululwa noma ukuhlukunyezwa kwabantu okusekelwe kulokhu:

- Ubuzwe
- Umbala
- Okhokho
- Uhlanga
- Inkolo
- Ubulili
- Ukukhulelwa
- Imvelaphi Yobuzwe
- Ubudala
- Ukukhubazeka
- Isimo sakho Somshado
- Ukuthi Wake Waba Yisosha Yini
- Isimo Somuntu Kwezempi
- Imininingwane Yezakhi Zofuzo
- Umuntu Athandana Naye
- Indlela Azichaza Ngayo Ubulili Bakhe Noma Indlela Abuveza Ngayo
- Noma Yisiphi Esinye Isimo Ezivikelwe Ngokomthetho

I-Walmart ilalela yonke imithetho yasemazweni esisebenzela kuwo.





Izenzo Zobuqotho

- **Phatha abanye ngendlela abafuna ukuphathwa ngayo.** Ungakhethi futhi uhloniphe izisebenzi, amakhasimende, amalungu, abahlinzeki, nezinkampani eziseceleni ezisebenza ne-Walmart Kuhlomphe ukungafani kwabantu futhi uyilalele imibono ehluKile.
- **Qasha futhi ukhuphulele izisebenzi ngendlela efanele.** Qasha, ugcine futhi ukhuphulele izisebenzi ngokokufaneleka, amakhono aziwayo, impumelelo, kanye nokunye ukufaneleka.
- **Vimba ukuhlukunyezwa kwabantu.** Chaza ukuziphatha okufanele nokulindekile emalungwini ethimba lakho nakozakwenu. Izenzo zobulili ezihlela ukukuluma, izinto ezibukwayo noma izenzo ezingokoqobo azivunyelwe.
- **Hola ngesibonelo.** Cabangela wonke umuntu lapho wenza nalapho ukhuluma. Qonda indlela izenzo namazwi akho angase abhekwe ngayo noma aqondwe ngendlela engafanele abanye. Chaza ngokucacile lokho okulindele ethimbeni lakho.
- **Landela imithetho yokuhlukumeza nokubandlulula kanye nezinqubomgomo zethu.** Zazi izinto ezibhekwa njengokuhlukumeza noma ukubandlulula futhi wakhe indawo yokusebenza ehlonipha nehlela wonke umuntu.
- **Khuluma.** Ungakubezeleli nanini ukuhlukunyezwa noma ukubandlululwa. Bika ukuhlukunyezwa noma ukubandlululwa kumphathi wakho, Kumholi Wabantu, noma kwabanakekela Ezokuziphatha Nokulalela.



Izibonelo zokuhlukumeza:

- Izenzo zobulili ezingamukelekile noma izinkulumo
- Izinhamba noma amahlanya angafanele asekelwe esimweni esivikelwe
- Ukuveza imibhalo noma izithombe ezidelela, zithuke noma zibonise inzondo eqenjini noma kothile ngokusekelwe esimweni esivikelwe
- Ukusabalalisa izithombe zoncansi noma ezihlela ucansi
- Izenzo zokwesabisa, njengoxhaphaza noma ukusongela, ngokuphathelene noma ngokusekelwe esimweni esivikelwe

“Kumelwe sisebenze ndawonye ukuze sakhe isiko lethu ukuze sibandakanye wonke umuntu, singagcini nje ngokwamukela ukungafani kwethu... kodwa sikujabulele...nsuku zonke... kuzo zonke izingxenye zenkampani.”

- Doug McMillon,
UMongameli ne-CEO, Walmart Inc.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Sebenza Ngendlela Efanele

E-Walmart, izisebenzi zethu yizona ezibangela ukuba siphumelele. Sikhokhela abantu ngokunembile ngomsebenzi wabo namahora. Siyawahlonipha amalungelo abantu futhi siyakwenqabela ukusetshenziswa kwezingane nabantu abasetshenziswa ngempoqo noma kuphi lapho senza khona ibhizinisi. Sikholelwa ukuthi lapho sinakekelana, sizowanakekela kahle amakhasimende ethu nemiphakathi.



Izenzo Zobuqotho

- **Qinisekisa ukufaneleka.** Abaphathi noma Abaholi Babantu kufanele bahlole, baqinisekise futhi babhale phansi igama lesisebenzi kanye nokugunyazwa njengesisebenzi kuso sonke isisebenzi esisha, kuhlanganise izisebenzi ezisebenza kwamanye amazwe ezweni elihlukile ezweni lokuzalwa kwazo.
- **Sebenza kuphela lapho ukhokhelwa.** Ungasebenzi uma ungeke ukhokhelwe. Yazi futhi ulandele izinqubo eziphathelele nekhefu, izinsuku zokuphumula kanye nokusebenza isikhathi esenezelwe.
- **Khetha abalingani ngokucophelela.** Sebenza kuphela nabahlinzeki nabadayisi abanakho konke ukugunyazwa kwangaphakathi. Abahlinzeki kumelwe bahloniphe Imithetho Yabahlinzeki kanye nezinkontileka zabo.
- **Landela yonke imithetho nezinqubomgomo zokusebenza, ukuqasha izisebenzi nokuthuthela kwamanye amazwe.** Zazi izinqubomgomo nezinqumo zokusebenza nokuqasha izisebenzi ezisebenza endimeni yakho.

✳️ Inqubomgomo Yokusebenza Nokuqasha Izisebenzi Emhlabeni Imithetho Yabahlinzeki



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Kuthiwani uma?

Umpathi wami ungicele ukuba ngiqoqe izinqola lapho ngiphuma ngiya emotweni yami lapho sengishayisile emsebenzini. Ingabe lokhu kuvunyelwe?

Cha. Tshela umpathi wakho ukuthi ushayisile futhi awufuni ukuphula inqubomgomo yenkampani ngokusebenza usushayisile. Uma umpathi wakho ephoqa noma ekuthwalisa kanzima, kubike lokhu kumphathi osezingeni elilandelayo, Kumholi Wabantu, noma kwabanakekela Ezokuziphatha Nokulalela.

Yakha Ukwethembana Emakhasimendeni Ethu



Thengisa Ukudla Nemikhiqizo Ephephile

Siwebheka njengobaluleke kakhulu umthwalo wethu njengenye yezitolo ezinkulu ezidayisayo emhlabeni. Amakhasimende ethu alindele ukuthi ukudla nemikhiqizo ayithenga kithi ibe ephephile. Ukuze asethembe, kumelwe sithenge, sithuthe, silungiselele, futhi sithengise ukudla okuphephile okuvumelana nomthetho kanye nemikhiqizo. Sinezinga eliphakeme langaphakathi, futhi silindele okufanayo kubahlinzeki bethu.

Izenzo Zobuqotho

- **Sabela ngokushesha lapho kunemikhiqizo ephindiselwa emuva noma esuswayo.** Ukuze ugcine amakhasimende ephephile, landela izinqubo zokuphindisela emuva nokususa ngokushesha.
- **Bika ukudla noma imikhiqizo engaba yingozi.** Uma uba nolwazi lwenkinga yokuphepha ethinta into ethile, tshela umphathi wakho bese uthinta abanakekela Ezokuziphatha Nokulalela.
- **Landela izinqubo zokuphepha ukudla ngendlela ephephile.** Silandela ezokuphepha zokudla phakathi nalo lonke uhambo lokudla—kusukela kumhlinzeki noma esikhungweni sokukhiqiza se-Walmart, kuya ekuthuthweni nasekulondolozweni, kuya ekudayiseni ku-inthanethi noma esitolo ngaphakathi—kunezimfuneko zokuphepha kokudla esigabeni ngasinye. Landela izimfuneko ezisebenza kuwe.
- **Landela izinto Ezinhlanu Eziphambili Zokuphepha Kokudla.** Zazi futhi ulandele izinto Ezinhlanu Eziphambili Zokuphepha Zokudla ukuze ugcine ukudla kuphephile.
- **Bazi abahlinzeki bakho.** Thenga kuphela kubahlinzeki abalandela izimfuneko zethu zokuphepha kokudla nemikhiqizo.
- **Landela imithetho yokuphepha yokudla nemikhiqizo kanye nezinqubomgomo zethu.** Zazi izinqubo zokuphepha zokudla nemikhiqizo ezisebenza endimeni yakho futhi uzilandele.



Kuthiwani uma?

Omunye wengisebenza nabo esitolo esidayisa ukudla akazigezi izandla zakhe lapho ebuya ekhefini. Ngikhulumile naye ngokubaluleka kokugeza izandla, kodwa namanje akazigezi izandla ngaso sonke isikhathi. Kufanele ngenzeni?

Ukugeza izandla kahle ngaso sonke isikhathi kuyimfuneko futhi kusemqoka ukuze sigcine ukudla kwethu kuphephile. Khuluma nanoma yiliphi ilungu lethimba lakho labaphathi ngalesi simo. Uma okukukhathazayo kungalungiswa abaphathi bakho, xhumana nabanakekela Ezokuziphatha Nokulalela.

Inqubomgomo Yokuphepha Kokudla Emhlabeni, Inqubomgomo Yokuhlonipha Ukuphepha Kwemikhiqizo Emhlabeni

Okuhlano Okubalulekile Kokusebenza Ngokudla Ngendlela Ephephile Zazi lezi zinto Ezinhlanu Ezibalulekile, bese uyazilandela Lapho usebenza ngokudla.	1 Hlanzeka, Ube Nempilo Enhle	<ul style="list-style-type: none"> • Geza izandla lapho kudingeka • Ungasebenzi ngokudla lapho ugula • Ungalokothi uthinte ukudla osekulungele ukudliwa ngezandla zakho ezingamboziwe 		
	2 Kugcine Kubanda, Kugcine Kushisa	<ul style="list-style-type: none"> • Gcina ukudla okubandayo ezingeni lokubanda lifanele • Gcina ukudla okushisayo ezingeni lokushisa elifanele 		3 Ungaxubi Ukudla
4 Geza, Uyakaze Futhi Usebenzise Okokubalala Amagciwane	<ul style="list-style-type: none"> • Gezisisa kahle, uyakaze futhi ubulale amagciwane kuwo wonke amathuluzi odla ngawo nophaka ngawo 		5 Kupheke Bese Uyakupholisa	<ul style="list-style-type: none"> • Kuphekisise kahle ukudla • Kupholise ngokushesha ukudla



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Vikela Imvelo

Siyayikhathalela imiphakathi yethu, futhi sonke sinendima esiyidlalayo ekuvikeleni imvelo. Ukuklama izakhiwo zethu nokuqhuba ibhizinisi lethu ngendlela ebonisa ukunaka futhi ehlonipha imithetho yemvelo kusisiza silondoloze izinsiza zethu futhi sinakekele umhlaba wethu. Akukhona nje esikwenzayo, kodwa yindlela esikwenza ngayo eyenza umehluko.



Izenzo Zobuqotho

- **Ukuhlukanisa nokusebenzisa kabusha.** Siza ekunciphiseni ukungcola ngokulandela izinhlelo zemakethe zokuhlukanisa nokusebenzisa kabusha izinto.
- **Singatha kahle izinto eziyingozi.** Thutha, uphathe futhi ulahle ngendlela efanele izinto eziyingozi. Landela izinhlelo zezimakethe zamabhizinisi ukuze uqinisekise ukuhlonishwa kwemithetho yezinto eziyingozi nezibi eziyingozi.
- **Bika izinto eziyingozi emvelweni noma izibi ezingadingekile kubaphathi.** Uma ubona into eyingozi emvelweni noma ukusaphazwa kwempahla, tshela abaphathi.
- **Landela imithetho yemvelo nezinqubomgomo zethu.** Yazi futhi ulandele imithetho yemvelo nezinqubomgomo ezisebenza endimeni yakho.

✨ Inqubomgomo Yezemvelo, Impilo Nokuphepha Emhlabeni



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Hlinzeka Ngokunakekelwa Kwezempilo Okusezingeni Eliphezulu

Sizibophezele ekunikezeni ukunakekela kwezempilo lapho amakhasimende ethu ekudinga lokho. Ukuhlinzeka ngezinkonzo nemikhiqizo ngendlela efanele kuqinisa ukwethenjwa amakhasimende.

Izenzo Zobuqotho

- **Namathela ezingeni eliphezulu lokusebenza.** Yiba namalayisensi omsebenzi kanye nezitifiketi ezidingekayo endimeni yakho. Bika kumphathi wakho zonke izinkinga ezihlobene nokukhona kwakho ukwenza umsebenzi wakho ngokusemthethweni. Ungahlinzeki ngezinkonzo amalayisensi nezitifiketi zakho ezingakugunyazi ukuthi uhlinzeke ngazo noma uma ukufaneleka kuphelelwa yisikhathi noma kuhoxiswa.
- **Hlinzeka ngokunakekela okusezingeni eliphezulu.** Ukuhlinzeka ngokunakekelwa kwesiguli okusezingeni eliphezulu ngendlela ephiphile nefanele kuyinhloso yethu. Kulindeleke ukuba wenze ukwahlulela okuhle komsebenzi futhi usebenzele ukuqonda izidingo zezempilo zeziguli ozisinakekelayo.
- **Singatha futhi ukhiphe ngendlela efanele imithi ephuma ngenwadi kadokotela.** Landela yonke imithetho, imithetho eyiziqondiso, kanye nezinqubomgomo zokusingatha, ukuhlonza, kanye nokukhipha imithi edinga incwadi kadokotela. Bika ukuhlonza okuyiphutha noma okungafanele noma ukukhipha kumphathi wakho, kumasistimu amaphutha atholakele, noma kwabanakekela Uzokuziphatha Nokulalela ngendlela evumelana nanoma yimiphi imithetho yobumfihlo yendawo.
- **Vikela imfihlo yesiguli.** Vimbela ukusetshenziswa okungafanele noma ukudalulwa kwemininingwane yezempilo yesiguli. Ungalokothi ubheke imininingwane yesiguli engadingeki endimeni yakho.
- **Khokhisa ngokufanele nangokunembile emikhiqizo namasevisi.** Inkokhelo etholakale ngendlela eyiphutha kumelwe iphindiselwe emuva, futhi onke amaphutha enkokhelo kumelwe aphenywe futhi axazululwe. Ukukhokhisa ngezinkonzo zezokwelapha kumelwe kunembe futhi kwenziwe ngesikhathi, futhi amasevisi kumelwe adingekile kwezokwelapha.
- **Landela imithetho yezokwelapha kanye nezinqubomgomo zethu.** Zazi izinqubo zempilo nenhlalakahle ezisebenza endimeni yakho futhi uzilandele.

🌟 Inqubomgomo Yezempilo Nenhlalakahle Emhlabeni



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Yakha Ukwethembana Ebhizinisini Lethu



Ncitisana Ngobulungisa

Sikholelwa ukuthi impumelela ilethwa ukuhlinzeka ngemikhiqizo nezinkonzo ezisezingeni eliphezulu ngokuncintisana okumahhala nokunobulungisa. Imikhuba evala ukuncintisana ilimaza amakhasimende ethu. Ukuncintisana okunobulungisa kuholela ekusungulweni kwezindlela ezintsha, kunciphisa amanani, futhi kubangela izinga eliphezulu.

Izenzo Zobuqotho

- **Ncintisana ngokuzimela kulabo esincintisana nabo.** Ungabelani ngemininingwane ebucayi nesincintisana nabo njengamanani, izindleko, ukuthunyelwa kokubhida, noma amasu. Ungenzi izivumelwano nesincintisana nabo noma abanye ezinciphisa ukuncintisana. Ngokwesibonelo, ungenzi izivumelwano zamanani, imigomo yokudayisa, ukuhlukahluka, umehluko, ukukhangisa noma amanani emikhiqizo, amakhasimende noma izimakethe.
- **Khuluma nabahlinzeki kanye nezinye izinkampani eziseceleni ngendlela efanele.** Gxila emgomweni we-Walmart wokusiza kangcono amakhasimende ethu. Kumelwe siqaphe singafuni noma sidlulisele imininingwane eyimfihlo mayelana nesincintisana nabo ngabahlinzeki bethu. Kumelwe futhi singabelani ngemininingwane eyimfihlo ngabahlinzeki bethu kwabanye abahlinzeki. Uma engxoxweni kuvela imininingwane eyimfihlo noma isivumelwano esingafanele, yimise ingxoxo. Kwenze kucace ukuthi awufuni ukuhlanganyela kuyo bese uyakubika lokho.
- **Lwenze ngokucophelela ucwaningo lwezimakethe.** Ungalokothi nanini ukhuthaze noma ubani ukuba akunike imininingwane eyimfihlo.
- **Thembeka futhi unembe.** Thembeka njalo lapho ubeka amanani, lapho ufuna amakhasimende nalapho ukhangisa.
- **Thengisa imikhiqizo ngendlela efanele.** Yazi ukuthi yimiphi imikhiqizo enemingcele yokudayisa (ngokwesibonelo, utshwala nogwayi) bese uyayilandela leyo mingcele.
- **Funa isiqondiso.** Uma kwenzeka ungaqiniseki ukuthi ingxoxo noma isivumelwano silungile, buza Ezomthetho ukuze uthole iseluleko.
- **Landela imithetho evikela ukuncintisana nomthengi kanye nezinqubomgomo zethu.** Zazi izinqubomgomo zokuncintisana nezokuvikelwa kwabathengi kanye nezinqubo ezisebenza endimeni yakho futhi uzilandele.
- **Bika ukuphulwa kwemithetho okusolayo.** Noma yikuphi ukuphulwa kwenqubomgomo Ye-Walmart Yokuncintisana Nomthetho kumelwe kubikikwe kwabanakekela Ezokuziphatha Nokulalela noma Kwezomthetho

* Inqubomgomo Yokuncintisana Nomthetho Womhlaba Inqubomgomo Yokuvikelwa Komthengi Emhlabeni



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Ungalokothi Ubandakanyeke Ekufumbathiseni

Sincintisana ngendlela enobulungisa nangokwethembeka noma kuphi lapho senza khona ibhizinisi emhlabeni. Asilokothi sizame ukuthola inzuzo yebhizinisi ngokufumbathisa, futhi asikubekezeleli ukufumbathisa noma ukukhohlakala kwanoma yiluphi uhlobo.

Izenzo Zobuqotho

- **Musa ukufumbathisa noma ukwamukela izifumbathiso.** Imithetho kwamanye amazwe iyahlukanisa phakathi kokufumbathisa isikhulu sikahulumeni nokufumbathisa isikhulu okungesona esikahulumeni. Asihambi ngalokho kuhlukanisa. Okwethu kulula, ukufumbathisa—noma ubani, kunoma iyiphi inhlango, kunoma yiliphi izinga—akulungile.
- **Izinkampani eziseceleni akumelwe zikhokhe isifumbathiso.** Noma yimuphi umuntu noma inkampani esebenza egameni le-Walmart akumelwe ithembise, inikeze noma yamukele isifumbathiso. Uma ukuphela kwendlela yokwenza isivumelwano noma ukuqedela isevisi ethile ye-Walmart kuwukukhipha isifumbathiso, silindele ukuba inkampani eseceleni ehlinzeka ngesevisi yenqabe bese iyakubika lokho. Izifumbathiso aziyona indlela esenza ngayo ibhizinisi.
- **Khuluma Nomnyango Olwa Nenkolakalo.** Thola imvume Emnyangweni Olwa Nenkolakalo kanye Nowezomthetho ngaphambi kokwenza isivumelwano nohulumeni noma ukukhuluma nothile oseceleni ongummeleli.
- **Landela imithetho yokulwisana nenkolakalo nezinqubomgomo zethu.** I-Walmart izibophezele ekulandeleni yonke imithetho esebenzayo ngokuphathelene nokujinjwa kokufumbathisa nenkolakalo. Yazi futhi ulandele Izinqubo zasendaweni Zokumelana Nenkolakalo kanye nezilawuli. Landela Izinqubo Zokupha ngokuphathelene neminikelo eyenziwa ngesihle.
- **Bika ngokushesha izinsolo zokufumbathisa noma imizamo yokufumbathisa ngokuqondile kwabanakekela Ezokuziphatha Nokulalela Emhlabeni.**

Inqobomgomo Yomhlaba Yokumelana Nenkolakalo



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Kuyini ukufumbathisa?

Isifumbathiso ukwamukela, ukufuna ukukhokha, ukukhokha, ukuthembisa ukukhokha, noma ukugunyaza ukukhokha kwemali noma nanoma yini ebizayo ukuze uthonye ngokungafanele noma yisiphi isenzo noma isinqumo noma ukuthola noma yini ngokungafanele ukuze uthole noma ugcine ibhizinisi.

Isifumbathiso akubi yimali kuphela. Isifumbathiso kungaba yiziphoo, uhambo, ukudla, ezokuzijabulisa, ukunikwa umsebenzi, kanye neminikelo eyenziwa ezinhlanganweni ezingenzi nzuzo noma kwezombusazwe.

Okusolisayo Okungaba Ukufumbathisa

- Imali eyikhomishini eningi ngokwedlulele
- Izephulelo ezinkulu
- Izivumelwano ezingaqondakali ngaphandle kwezinto ezithunyelwayo
- Ukuhlinzekwa noma izicelo zokuzijabulisa kobukhazikhazi noma iziphoo ezibiza kakhulu



Abathile Abaseceleni Abangabameleli

Othile oseceleni ongummeleli yinoma ubani omelela i-Walmart, ngokuqondile noma ngokungaqondile, lapho ekhuluma nesikhulu sikahulumeni noma inhlango kahulumeni. Laba abaseceleni babhekana nezimfuneko zokuphenywa yi-Walmart, inkontileka kanye nokuhlolwa.



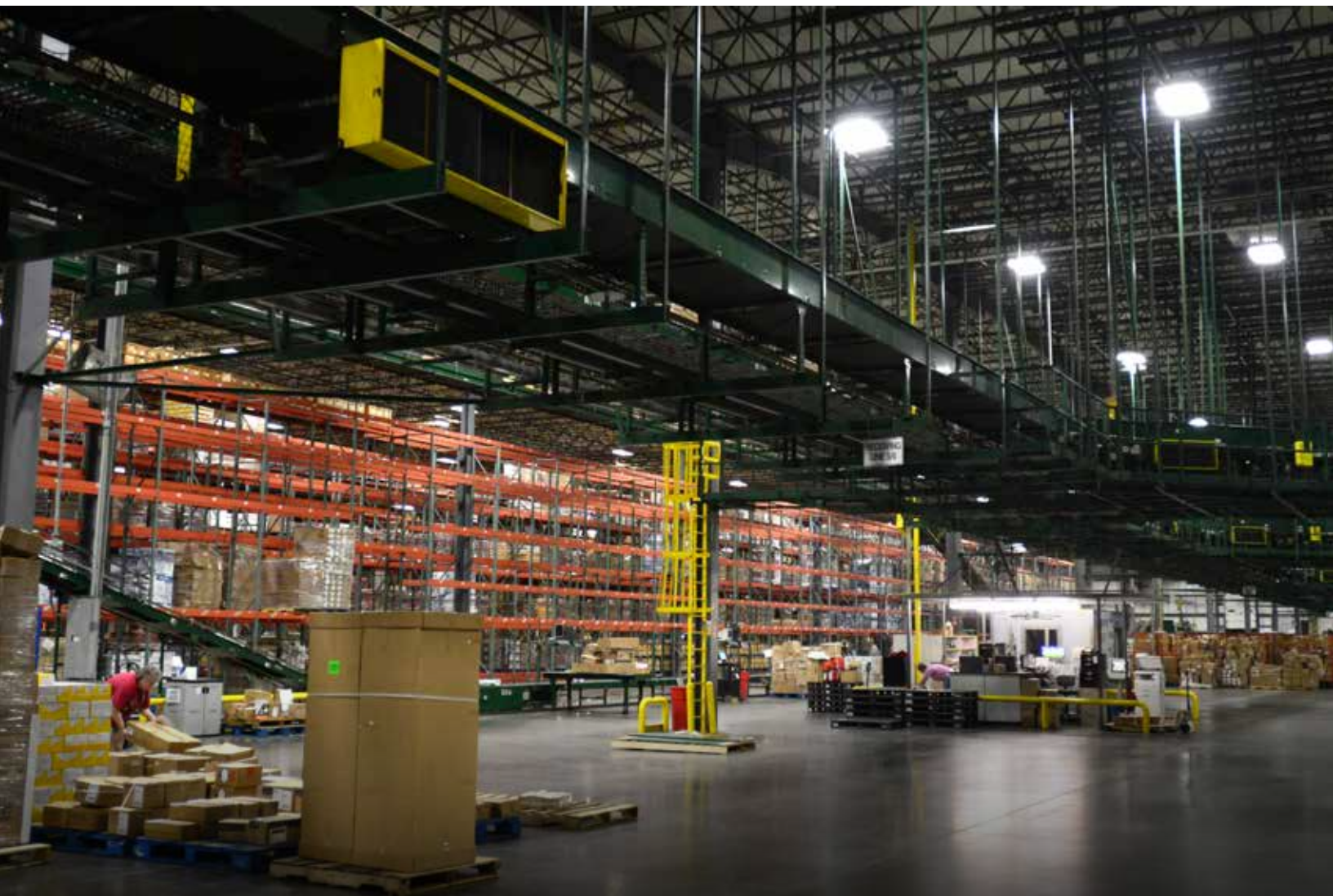
Kuthiwani uma?

Amaphoyisa aye avimba amaloli aphuma ezikhungweni zethu zokusabalalisa futhi athi azobambezela ukuthunyelwa kwezinto ngaphandle uma umshayeli ekhokhela iphoyisa imali engu-\$50. Umphathi wami uthe kufanele siphathe amakhadi ezipho angu-\$50 ukuze sikhokhele amaphoyisa. Ingabe lokhu kuvunyelwe?

Cha. Asivumeli ukukhokha okungafanele ukuze sithonye izikhulu zikahulumeni, kuhlanganise namaphoyisa. Lo mthetho usebenza kokubili ekukhokheni ngemali noma ngezinto ezinenani, njengamakhadi ezipho. Bika lokhu ngokushesha kwabanakekela Ezokuziphatha Nokulalela.

Isitolo sethu esizovulwa ngokulandelayo sisalinde ilayisensi yokusebenza. Ukuze kuphuthunyiswe inqubo isikhulu sikahulumeni sicela ukuba siqashe inkampani "ezokulungisa lokhu." Ingabe lokhu kuvunyelwe?

Cha. Asiqashi zinkampani eziqondile eziseceleni lapho kucela uhulumeni. Asivumeli kukhokhwa kwemali engafanele noma izenzo zokuthonya isinqumo sesikhulu sikahulumeni. Lo mthetho uyasebenza nakunoma iyiphi inkampani emelela thina. Bika lokhu ngokushesha kwabanakekela Ezokuziphatha Nokulalela.



Gcina Amarekhodi Anembile

Ukugcina amarekhodi ezimali athembekile nanembile kubangela ukuba igama lethu lithenjwe, kusiza ekuqhamukeni nesu, futhi kusiza umsebenzi wethu ushelele. Kuwumthwalo wethu sonke.



Izibonelo zamarekhodi ezimali

- Amarekhodi omholo
- Amarisidi
- Imibiko yezindleko
- Imininingwane yokudayisiwe noma okugciniwe
- Okuthunyelwe e-U.S. Securities and Exchange Commission

“Awukho umphumela wezebhizinisi ongcono kunobuqotho bakho nobenkampani. Kungcono sibe nomphumela omubi wezimali kunokuba sithathe indlela enqamulelayo.”

- Doug McMillon,
UMongameli ne-CEO, Walmart Inc.

Izenzo Zobuqotho

- **Ungalokothi uqambe amanga erekhodini noma kuyi-akhawunti.** Njengenkampani ehweba emphakathini, i-Walmart inezibopho ezithile ezingokomthetho ukugcina amarekhodi ethu ecacile, enembile, enokwakamuva futhi ephelele. Ungalokothi ufihle noma ushintshe noma yikuphi ukuthenga nokuthengisa okwenziwe yibhizinisi.
- **Landela zonke izinqubo zangaphakathi nezilawuli lapho wenza futhi unakekela amarekhodi.** Ngisho noma kungewona umthwalo wakho ngokuqondile ukulungiselela imibiko yokudalula noma imibiko yezimali, kungumthwalo wakho ukubika imininingwane enembile emarekhodini ebhizinisi owalungiselelayo. Yirekhode ngokufanele imininingwane—kuhlanganise ukugunyazwa, izindleko, ukudayiswa, imibiko yezindleko, kanye nemibiko yesikhathi—ngokuvumelana nezinqubo zenkampani.
- **Hlangabezana nezimfuneko zokunakekelwa kwamarekhodi.** Landela izinqubomgomo zasendaweni zokunakekelwa kwamarekhodi nezokugcinwa kwamarekhodi.
- **Bika ngokushesha izinsolo zamarekhodi ezimali okubhalwe amanga kuzo noma ukuphazamiseka kwezilawuli zethu zangaphakathi zombiko wezimali onembile kulabo abanakekela Ezokuziphatha Nokulalela ngokuqondile.**



Kuthiwani uma?

Umuntu engisebenza naye wangitshela ukuthi uyayilungisa imininingwane yethu yezimali ukuze "izinyanga ezinhle" zikwazi ukusiza "izinyanga ezimbi." Ingabe lokhu kuyinkinga?

Yebo. Ukushintsha ama-akhawunti ethu ngale ndlela akuthembekile. Lokhu kungafaka lowo muntu kanye ne-Walmart enkingeni enkulu. Bika lokhu ngokushesha kwabanakekela Ezokuziphatha Nokulalela.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Landela Imithetho Yangaphakathi Yokuthenga Nokuthengisa

Ibhizinisi lethu lihlenganisa ukuhambisa imikhiqizo, amasevisi, imininingwane kanye nezobuchwepheshe emhlabeni jikelele, kuhlanganise imingcele yaphesheya. Sizibophezele ekutholeni, ekuthumeleni nasekulandeni imikhiqizo kanye nezinye izinto ngendlela efanele. Ukwenza imisebenzi yethu yokuthenga nokuthengisa phesheya ngendlela efanele kusemqoka ekutholeni nasekulondolozeni ukwethembeka ebhizinisini lethu, okusivumela ukuba sihambise lezi zinto njengoba kudingeka ukuze sisekele amakhasimende ethu emhlabeni jikelele.

Izenzo Zobuqotho

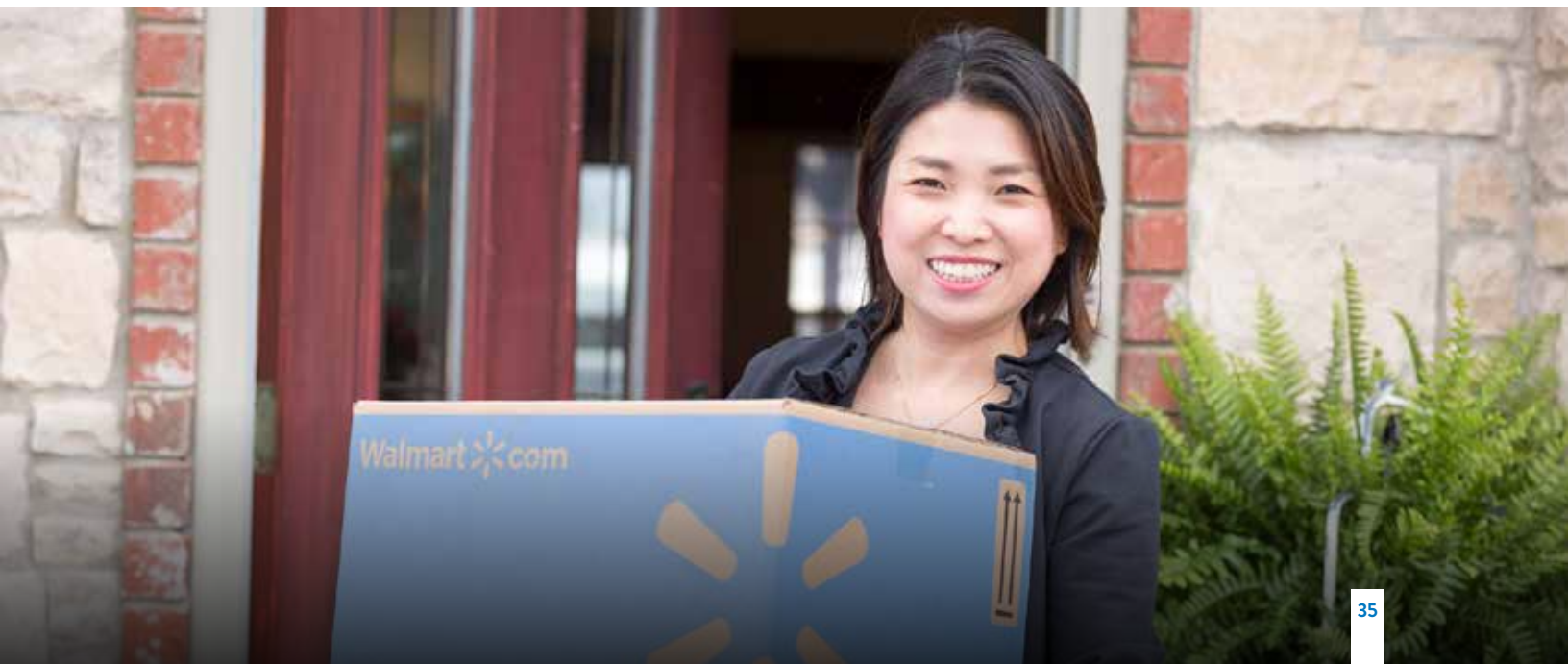
- **Nikeza imininingwane enembile.** Nakisisa lapho unikeza ukuhlukanisa, ukulinganisa, izwe odabuka kulo, kanye neminye imininingwane edingekayo engokomthetho.
- **Landela imithetho yokuthenga nokuthengisa nezinqubomgomo zethu.** Uma umsebenzi wakho ekuthunyelweni kwezinto uhlela ukuhambisa impahla emazweni aphesheya, yazi futhi ulandele imithetho yamazwe esenza kuwo ibhizinisi. Qonda ukuthi imithetho yamazwe amaningi ingase isebenze. Ngaphambi kokuxhumana nenkampani eseceleni ukuba isize ngokuthutha impahla iyise emazweni aphesheya, qikelela ukuthi leyo nkampani eseceleni inakho konke ukugunyazwa kwangaphakathi (ngokwesibonelo, e-Walmart, Ukuvuma Ukumelana Nenkokhlakalo).
- **Landela imithetho yokuvimbela nezinqubomgomo zethu.** Ngaphambi kokufuna okuthile kulelo zwe, qinisekisa ukuthi ukwenza lokho kuvunyelwe ngaphansi komthetho osebenzayo. Ohulumeni abaningi bagcina uhlu lwamazwe kanye nabantu izinkampani ezingavunyelwe ukwenza nabo ibhizinisi. Kuye ngemithetho esebenzayo, ungenzi ibhizinisi nezinkampani noma abantu uma i-Walmart izovinjelwa ukwenza lokho.
- **Funa isiqondiso.** Ngaphambi kokuxoxa ngokuthengiselana kwaphesheya, buza abanakekela Ezokuziphatha Nokulalela noma Ezomthetho ukuze nixoxe nganoma yini ethinta ukuthenga nokuthengisa.

* Inqubomgomo Yokuthenga Nokuthengisa Emhlabeni Inqobomgomo Yokuvinjelwa Emhlabeni



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Vimba Ukukhwabanisa Imali Kanye Nokukhwabanisa Kwabathengi

I-Walmart ihlinzeka ngemikhiqizo yezimali kanye namasevisi emhlabeni jikelele, kuhlanganise ukuthunyelwa kwezimali, ama-oda ezimali, ukukhipha isheke, ukukhokha isikweletu, amakhadi esikweletu kanye nomshwalense. Amakhasimende amaningi athengiselana ngezinhloso ezinhle, kodwa ezinye izigebengu zizama ukusebenzisa amasevisi ethu ukuze zikhwabanise imali noma zigebenge amakhasimende. Ukuvimba ukukhwabanisa imali kanye nokukhwabanisa kwabathengi kuvikela amakhasimende ethu nenkampani futhi kungavimba ubugebengu obubi nakakhulu.

Izenzo Zobuqotho

- **Lazi ikhasimende lakho.** Imikhiqizo yezimali nezinkonzo ngezinye isikhathi zidinga ukuba sithathe imininingwane eyengeziwe yekhasimende. Buyekeza futhi ufake ngokunembile imininingwane yekhasimende lapho kufuneka khona.
- **Bika izenzo ezisolisayo.** Uma ukuthengiselana noma ikhasimende libonakala lisolisa noma uma ikhasimende libonakala lingaba yisisulu sokukhwabaniswa, landela izinqubo zasendaweni zokusingatha ukuthengiselana bese ubika isenzo esisolisayo.
- **Landela izinqubomgomo nezinqubo ze-Walmart zokumelana nokukhwabanisa imali kanye nokukhwabanisa kwekhasimende.** Lezi ziklanyelwe ukuvikela amakhasimende futhi ziqikelele ukuthi silandela izinqubo zokubika nezinye izinqubo ezingokomthetho lapho sisebenza khona.

* Inqubomgomo Yokulwa Nokukhwabanisa Imali Kanye Nezinkonzo Zezimali Emhlabeni



Kuyini ukukhwabanisa imali?

Ukukhwabanisa imali kufihla imali ewubugebengu ngokuyifaka kumasistimu afanele ezimali. Kuhlobene nezenzo ezihlukahlukene zobugebengu, kuhlanganise ubuphekula, ukudayisa izidakamizwa nokukhwabanisa.

Izimpawu Ezisolisayo Zokukhwabanisa Imali

Lapho ubona izimpawu ezisolisayo, landela izinqubo zasendaweni zokusingatha ukuthengiselana, lapho kusebenza khona, ubike isenzo esisolisayo.

- Umuntu onikeza imininingwane engaphelele, engamanga, noma esolisayo, onqabayo ukuphendula imibuzo noma onqaba ngomazisi
- Ukuthenga ngendlela egwema izimfuneko, njengokuthenga izinto eziningi ezincane ngenani elingaphansi kwalelo ebelizobikwa kuhulumeni
- Ukukhokha usebenzisa amasheke amaningi noma isamba esikhulu semali
- Ukuthenga imikhiqizo eminingi ekhokhelwa kusengaphambili, njengamakhadi ezipho
- Ukuthengela umuntu ongaziwa amakhadi ezipho, kuhlanganise inhlango kahulumeni njengomnyango wezentela noma owamaphoyisa



Kuthiwani uma?

Usuku olumatasa, nginomugqa wamakhasimende alindile. Ikhazimende eliphambili emgqeni lifuna ukuthumela imali kumuntu elingamazi, futhi ngicabanga ukuthi yiqhinga lokukhwanisa. Kufanele ngenzeni?

Uma usola ukukhwanisa imali noma iqhinga lokukhwanisa, landela izinqubo ezifanele zokubika isenzo esisolisayo nesiwukhwanise ezweni lakho. Uma kuvunywa ngokomthetho ezweni lakho, ungayithumeli imali futhi kubike lokho. Ngisho noma lokhu kungathatha isikhathi esengeziwe futhi kuphazamise amakhasimende alindele, kungenzeka uvimbela ukukhwanisa noma esinye isenzo sobugebengu.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Sebenzisa Imininingwane Nezobuchwepheshe Ngenhlonipho Nangendlela Efanele

Lapho amakhasimende, izisebenzi, kanye nesibambisene nabo ebhizinisini besinikeza imininingwane, siyakuqonda ukubaluleka kokuyigcina iphephile futhi siyisebenzise—kanye nezobuchwepheshe—ngendlela efanele. Sizolondoloza futhi sikhulise indlela abantu abasethemba ngayo ngokusebenzisa ezobuchwepheshe ngenhlonipho, zihlonipha ubumfihlo babantu, futhi sivikele imininingwane yabo.

Izenzo Zobuqotho

- **Hlonipha indlela abantu namabhizinisi asethemba ngayo.** Lapho usebenza ngezobuchwepheshe kanye nemininingwane yabantu neyamabhizinisi, kwenze lokho ngendlela ebonisa ukuthi uyakuqonda futhi uyakuhlonipha ukubaluleka kwayo kumuntu nasebhizinisini lethu.
- **Kwenze kucace ukuthi yimiphi imininingwane eqoqwayo nokuthi kungani iqoqwa.** Lapho siqoqa imininingwane kubantu, kwenze kucace ukuthi kunemininingwane eqoqwayo, futhi utshale umuntu ukuthi kungani uyidinga.
- **Tshela abantu indlela osebenzisa ngayo ezobuchwepheshe nalokho ozokwenza ngemininingwane oyiqoqayo.** Thembeka, ungafihli lutho, futhi ukhulume ngokukhululekile ngendlela imininingwane yomuntu ezosetshenziswa ngayo. Yisebenzise kuphela ngalezo zindlela, ukuze singamangazi abantu ngokusetshenziswa kwayo ngendlela engalindelwe, engachaziwe noma engadingeki.
- **Yiba ocabangelayo ngenani lemininingwane oyiqoqayo nokuthi uyigcina isikhathi eside kangakanani.** Siqoqa imininingwane ukuze sithuthukise indlela amakhasimende athenga ngayo nokuthi sisekele ukusebenza kwebhizinisi lethu. Kumelwe sigcine futhi sivikele konke esikuqoqayo, ngakho qikelela ukuthi uyayidinga ngaphambi kokuba uyiqoqe Landela Inqubomgomo Yokunakekela Amarekhodi yasendaweni lapho ugcina noma ulahla imininingwane eqoqiwe.
- **Vikela imininingwane.** Vikela imininingwane yomuntu neyebhizinisi ekutholweni abantu abangagunyaziwe noma ekudalulweni. Bika ngokushesha noma yikuphi ukusetshenziswa okungagunyaziwe okwaziwayo noma okusolwayo noma ukudalulwa ngeshaneli yasendaweni yokubika izehlakalo.
- **Landela imithetho yokuvikelwa kwemininingwane neyobumfihlo kanye nezinqubomgomo zethu.** Zazi izinqubomgomo zethu zeminingwane, izinqubo, nezilawuli ezisebenza endimeni yakho futhi uzilandele lapho usingatha imininingwane.
- **Funa isiqondiso.** Uma unemibuzo ngendlela yokusingatha imininingwane noma ukuthi yimiphi imithetho nezinqubomgomo ezisebenza kwiprojekthi yakho, xhumana nabanakekela Ukusetshenziswa Kahle Kwezobuchwepheshe, Ezobumfihlo noma Ezomthetho.

* Inqubomgomo Yobumfihlo Namarekhodi Emhlabeni Inqubomgomo Yomhlaba Yokubika Izehlakalo Zeminingwane



Kuthiwani uma?

Ngithumele ngephutha i-imeyili equkethe imininingwane yekhasimende kumuntu okungeyena. Kufanele ngenzeni?

Izehlakalo lapho imininingwane yakhasimende noma yomuntu ithunyelwa kumuntu ongagunyaziwe kumelwe zibikwe ngokushesha ngeshaneli yasendaweni yokubika izehlakalo.

Ngifuna ukusebenzisa abahlinzeki bamasevisi bangaphandle ukuze nginakekele imininingwane yomuntu. Yiziphi izinyathelo okufanele ngizithathe?

Izinkampani eziseceleni kumelwe zihlolwe, futhi kumelwe kube khona izinkontileka. Landela zonke izinqubo zasendaweni zezinkontileka kanye nokubukezwa kokuhlola.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Funa Imikhiqizo Ngendlela Efanele

Siyawahlonipha amalungelo abantu abenza imikhiqizo esiyidayisayo. Sikholelwa ukuthi kufanele babe nendawo yokusebenza ephephile nenempilo, futhi siyakwenqabela ukusetshenziswa kwezingane noma kwabantu abasebenza ngempopo ekuthunyelweni kwemikhiqizo yethu.

Izenzo Zobuqotho

- **Yazi imithetho yethu.** Imithetho Yethu Yabahlinzeki ichaza esikulindele ekuthuthweni kwemikhiqizo yethu. Izisebenzi zethu kanye nabahlinzeki kufanele bazazi futhi bawalandele la mazinga.
- **Khetha abahlinzeki abazibophezele emsebenzini.** Sebenza kuphela nabahlinzeki abahlangabezana nezimfuneko Zokuthunyelwa Kwemikhiqizo Okufanele nalabo abazibophezele ekukhiqizeni ukudla nemikhiqizo evumelana namazinga omthetho, emboni nawe-Walmart.
- **Abahlinzeki kumelwe balandise nganoma yini.** Abahlinzeki kufanele badalule izindawo zokukhiqiza njengoba lokho kudingwa yi-Walmart, baqede futhi balethe ukucwaningwa kwamabhuku ngesikhathi, futhi basebenze nezikhungo zabo ukuze balungise konke okungalungile okuvela ngesikhathi kucwaningwa amabhuku.
- **Landela inqubomgomo yethu yokuthola izinto ngendlela efanele.** Zazi izinqubo zokuthola izinto ngendlela efanele ezisebenza endimeni yakho futhi uzilande.
- **Khuluma.** Uma usola ukuthi umhlinzeki noma indawo yokukhiqiza ayihlangabezani Nemithetho Yethu Yabahlinzeki, xhumana nabanakekela Ukuziphatha Nokulalela.



Kuthiwani uma?

Muva nje ngesikhathi ngivakashele indawo okukhiqizwa kuyo, ngaphawula ukuthi izisebenzi zibukeka zesaba, kodwa umhlinzeki wathi konke kuhamba kahle. Kufanele ngenzeni?

Uma uqaphela ukuthi izisebenzi ziphathwa kabi, kubike lokho kwabanakekela Ezokuziphatha Nokulalela. Bazokuhlola lokho okukukhathazayo futhi bangase balandelele nomhlinzeki ngokuvumelana nesidingo.

Sikholelwa ekwabelaneni ngendlela yokuziphatha lapho khona i-Walmart isebenzela ukuzuzisa hhayi kuphela amakhasimende, izisebenzi nabanini bamasheya, kodwa nabo bonke ababamba iqhaza kuhlangukise abahlinzeki, imiphakathi kanye nomhlaba wonkana. Kubalulekile kithi ukwenza izinto ngendlela engaphuli mthetho, ngendlela efanele.

- Doug McMillon,
UMongameli ne-CEO, Walmart Inc.

Inqubomgomo Yokuthola Izinto Ngendlela Efanele Emhlabeni Inqubomgomo Yokuvimbela Ukusebenza Ngempopo Emhlabeni Jikelele Imithetho Yabahlinzeki



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Vikela Impahla Yethu

Ukunakekela impahla ye-Walmart kusiza sifinyelele Izindleko Eziphansi Zansuku Zonke. Impahla ye-Walmart—kuhlanganise amakhompyutha, izinto ezidayiswayo, amathuluzi, ifenisha, izimoto, nezinto zasehhovisi—uyinikezwa ukuze ukwazi ukwenza umsebenzi wakho nokuthi i-Walmart ikwazi ukuphumelela njengebhizinisi. Sithenjwa ukuba sisebenzise impahla ye-Walmart ngendlela efanele futhi siyivikele ekulahlekeni, ekwebiweni, ekusetshenzisweni kabi, nasekulimaleni noma ekonakaleni.

Izenzo Zobuqotho

- **Yiba umnakekeli omuhle.** Ukusebenzisa kahle impahla nemali yethu kusenza sibe Nezindleko Eziphansi Zansuku Zonke.
- **Vikela Imali Ye-Walmart.** Sebenzisa imali ukuze ifeze lokho ehloselwe ukukufeza. Thola konke ukugunyazwa okudingekayo ngaphambi kokwenza izindleko.
- **Vikela amasu namacebo.** Ngokwezinga elivunyelwa umthetho wendawo, noma yini oyenza njengengxenywe yomsebenzi wakho—kuhlanganise ukusungula, ukuthola, amacebo, izithombe zobuciko kanye nezinye izinqubo zokuthuthukisa—iyimpahla ye-Walmart futhi ihlala iyimpahla ye-Walmart lapho uhamba enkampanini.
- **Bika ukusetshenziswa kabi.** Uma wazi ukuthi impahla ye-Walmart isetshenziswa kabi, bika kumphathi wakho, Kumholi Wabantu noma kwabanakekela Ezokuziphatha Nokulalela.



Kuthiwani uma?

Ikhasimende libuyise into elimele, futhi ngiyazi ukuthi ngeke sikwazi ukuyidayisa. Ngingahamba nayo ekhaya?

Cha. Ngisho noma into edayiswayo ilimele noma idlulelwe yisikhathi, iqhubeka iyimpahla ye-Walmart. Yibale kahle futhi uyisingathe leyonto usebenzisa inqubo emisiwe yokusingatha izinto ezibuyiswayo.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.



Ungasebenzisi Kabi Imininingwane Yangaphakathi

Ungase wazi imininingwane ebalulekile ngebhizinisi lethu engakadalulwa emphakathini. Imininingwane yangaphakathi ingase ithinte amanani esitoko e-Walmart noma elomunye wababambisene nathi ebhizinisini. Ngokuhweba kuphela usebenzisa imininingwane esemphakathini nengokomthetho, sigcina idumela le-Walmart lokuthembeka nobulungisa lilihle.

Izenzo Zobuqotho

- **Ungahwebi usebenzisa imininingwane yangaphakathi.** Ngenxa yokuthi i-Walmart iyinkampani ehweba emphakathini e-U.S., sonke kumelwe senze ngokuvumelana nemithetho yezokuphepha yase-U.S., ehlanganisa ukuvinjelwa kokuhweba usebenzisa imininingwane yangaphakathi. Uma unemininingwane ethile ebalulekile noma ebucayi nge-Walmart noma ngesibambisene nabo ebhizinisini engaziwa emphakathini, kuwukwephula umthetho ukuthenga noma ukudayisa amasheya e-Walmart noma alezo zinkampani. Izibonelo zeminingwane yangaphakathi zihlanganisa imiphumela yezimali, amanani noma ushintsho lwamasu ezimakethe, ukumangalelwa noma izinkontileka, ushintsho olubalulekile kubaphathi, kanye nokucabangela ukuthengisa nezinzuzo ezingaba khona esikhathini esizayo. Uma ungaqiniseki ngokuthi okuthile kubhekwa njengomniningwane wangaphakathi, thintana nomnyango Wezomthetho ukuze uthole iseluleko.
- **Kugcine kuwe.** Xoxa kuphela ngemininingwane yangaphakathi nezisebenzi eziyidingayo ukuze zenze imisebenzi yazo.
- **Ungabelani ngamacebiso angaphakathi.** Ungabelani ngemininingwane yangaphakathi nabangaphandle kwe-Walmart, ngisho namalungu omndeni nabangane. Lapho nixoxa ngemininingwane yangaphakathi qapha ukuthi akekho onizwayo endaweni enikuyo.

* Inqubomgomo Yokuhweba Ngemininingwane Yangamphakathi



Kuthiwani uma?

Nginolwazi ngomkhiqizo omusha omangalisayo ozokwethulwa maduze omunye wabahlizeki bethu. Leyo ndaba ayaziwa umphakathi. Ngingamcebisa yini umngane ukuba athenge isitoko kuleyo nkampani uma ngingamchazeli ukuthi kungani ngisho kanjalo?

Cha. Ngisho noma ungamtsheli isizathu sokumkhuthaza kwakho, usaphula umthetho uma ukhuthaza umuntu usebenzisa imininingwane yangaphakathi. Uma ungaqiniseki ngokuthi ukuhweba kuvunyelwe yini, xhumana Nezomthetho.



Lapho ungaqiniseki—cela usizo.

Uma unemibuzo noma okukukhathazayo, tshela umphathi wakho, Umholi Wabantu, noma abanakekela Ezokuziphatha Nokulalela.

Izinombolo Zosizo Zalabo Abanakekela Ezokuziphatha Emhlabeni

Argentina 0800-888-0124

Bahrain 800-06-102

Bangladesh 000800-032-035

Belgium 0800-750-76

Botswana 00269-800-7861-036

Brazil 0-800-761-1943

Cambodia 1800-20-8963

Canada 800-963-8442

Canada (French) 800-805-9121

Chile 800-550707

China 400-120-4020

Colombia 01800-913-7496

Costa Rica 0800-542-5443

Dominican Republic 1-888-751-8878

Ecuador 1-800-000-884

Egypt 0800-000-9471

El Salvador 800-6126

Flipkart (China) 400-120-0384

Flipkart (India) 1800-102-1482 &
800-050-1482

Flipkart (Israel) 1-809-467272

Flipkart (Singapore) 800-492-2426

Flipkart (US/Canada)
1-800-564-4163

France 0800-903277

Germany 0800-188-8917

Ghana 030 708 4830

Guatemala 1 800 8350377

Honduras 800 222 00141

Hong Kong 800-930-587

India 000-800-040-1503

Indonesia 007-803-321-8281

Ireland 1-800-200-356

Israel 1-809-477-259

Italy 800-143-952

Japan 0120-692-344

Jordan 0800-22319

Kenya 0800 221 9008

Lesotho 800 62000

Malawi 0800-026-9000

Malaysia 1-800-817-362

Mexico 800 963 8422

Morocco +212-5204-85021

Mozambique 824001

Myntra (India) 1800-102-1482

Namibia 800000077

Netherlands 0-800-024-9759

New Zealand 0800-424280

Nicaragua (TF) 001-800-220-1967

Nicaragua (Local) 505 2248 2275

Nigeria 0708 060 1109

Pakistan 00800-90-033-041

Panama 800-0413

Peru 0800-78378

Philippines 1-800-1-322-0162

PhonePe (India) 1800-102-1482

Russia 8-800-100-9476

Singapore 800-130-1529

South Africa 0800 203 246

South Korea 003084910122

Spain 900-494776

Sri Lanka 247-2469

Swaziland 8001333

Taiwan 00801-49-1191

Tanzania 0800 78 0006

Thailand 001-800-13-203-9969

Turkey 00-800-113-6848

Uganda 0800 113224

United Kingdom 0800 318 405

United Arab Emirates 8000-3201-39

United States 800-963-8442

Vietnam 120-32-518 & 122-80-160

Zambia 8877

*Phawula: Izinombolo zingashintsha

Imibuzo Nokukhathazayo



Khuluma nomphathi wakho, umphathi osezingeni elilandelayo, Umholi Wabantu, labo abanakekela Ezokuziphatha Nokulalela noma Ezomthetho.



www.walmartethics.com



ethics@walmart.com



800-963-8442 (1-800-WM-ETHIC) e-U.S., e-Canada, nase-Puerto Rico, noma inombolo yakho yasendaweni.

Abosizo Lokuziphatha batholakala amahora angu-24 ngosuku, izinsuku ezingu-7 ngesonto futhi batholakala ngezilimi eziningi zasendaweni.



Walmart Inc.

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