

# THEFT IN THE WORKPLACE



Be aware of the signs of theft in the workplace.

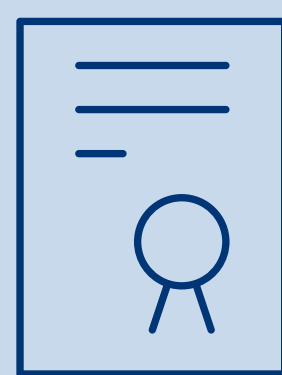
Theft, or stealing is a criminal act and can be punishable by law.

Examples include:

- Theft of physical items, such as laptops, cellphones, PPE or inventory;
- Theft of time, i.e. unauthorised overtime, late starts, long breaks, early finishes, clocking in or out for a colleague, excessive socialising or personal activities at work;
- Theft of trade secrets



Report incidents of theft or suspected theft to a supervisor, Human Resources, Legal, Compliance, or the Hotline.



You can access our Code of Conduct, the Values and Expectations of 168 at [navigator.rpminc.com](https://navigator.rpminc.com)

To help keep you on the right road to compliant and ethical decision making, please reach out to your leadership or us at: [compliance@rpminc.com](mailto:compliance@rpminc.com).



We are RPM and our success depends on each of us following the right route and embracing our Value of 168® to make the right decisions.