A.I Policy

Grant Transformers AI policy is to use only approved paid for AI technology such as ChatGPT. No personal AI should be used when generating work outcomes for the company.

Any derived results from AI must be vetted by the individual employee and therefore that employee must take full accountability for the accuracy and quality of the final submitted information to any of Grant Transformers stakeholders.

Purpose

This policy outlines Grant Transformers' expectations for the ethical and effective use of Artificial Intelligence (AI) tools in our operations, ensuring alignment with business values, customer trust, and legal obligations.

In case the overarching policy is not clear for any stakeholder please refer to some further explanations on page 2, noting that details are subject to change without prior notice.

Scope

1. Acceptable Use

- AI tools (e.g., ChatGPT, Microsoft Copilot, design software) may be used to improve productivity, support design, enhance customer service, and assist in report writing.

- Use must align with job roles, confidentiality obligations, and business goals.

2. Confidentiality & Data Security

- Never input confidential business, customer, or personal information into public or non-secure AI platforms (unpaid noncompany platform). Remove any reference to the customers name if deemed risk or under an NDA.

- Internal use of AI tools must comply with our cybersecurity and privacy policies.

3. Human Oversight

- AI outputs must be reviewed by a qualified employee before being used in business decisions, designs, or external communications.

- AI should assist—not replace—human judgment, especially in safety-critical or technical engineering tasks.

4. Ethical & Responsible Use

- AI must not be used to deceive, discriminate, or mislead.

- Employees must not use AI to impersonate individuals, fabricate credentials, or plagiarize content.

5. Continuous Improvement

- Feedback on AI use and results should be shared with supervisors to help evaluate tool effectiveness and training needs.

- Grant Transformers will periodically review and update approved AI tools and guidance.

Marco Da Silva

Chief Executive Officer