



## Ethics & Business Conduct Policy

We are clear and unequivocal in our approach to business integrity and ethics

### **Our way of life:**

- We work in accordance with our company Values
- We do not give or accept bribes
- We do not sanction or accept any illegal payments, allowances or gifts
- We respect the law
- Conflicts of interest will be avoided and we will openly declare any known instances of such
- Our conduct is underpinned by a series of internal procedures and processes outlining our activities
- Human rights are universal. We support the United Nations Universal Declaration On Human Rights
- Responsibility for the implementation of this policy lies with everyone

### **Our people:**

- We treat our people fairly at all times
- We do not tolerate bullying or discrimination of any kind
- We respect diverse traditions and cultures
- We provide a safe and healthy working environment
- We can only compete for work through the reliability and reputation of our people
- We demand high professional standards on a foundation of openness and honesty
- We will investigate any alleged breaches of this policy. Any employee in breach of this policy will be dismissed

### **Our commitment:**

- We value the trust placed in us, not least whilst we take responsibility for the business, reputation, assets or resources of others
- We will nurture our reputation for conducting business to the highest ethical standards and we will strive to set a good example in everything that we do