

### **COMPANY POLICIES**



# CODE OF CONDUCT POLICY

Centro Crane commit ourselves to the highest level of integrity in all areas of our business operations. We expect that all our employees adhere to the same high level of conduct.

In the spirit of "just culture", all individual employees are responsible for their own behaviour when representing the company or our stakeholders. This also extends to our interaction with the broader community. All employees are required to conduct themselves with in the parameters of relevant local legislation and company guidelines.

### Our commitment to clients and business partners:

- To work within the relevant laws and regulations in the areas which we operate.
- Avoid situations which result in a conflict of interest.
- Respect the intellectual copyright and confidential information of clients and third parties.
- Not to engage in providing inappropriate benefits to public officials to obtain or retain an unfair or unjust business advantage.
- As much as is practicable, foster a business environment where clients and business partners follow willingly contractual obligations.
- To comply with all our own contractual obligations.
- Implement a quality system to ensure continuity and quality of service.
- Declare and record all gifts or benefits revived from third parties and refrain from engaging in activities which may be construed as bribery.
- Undertake our business dealings honestly with integrity, upholding high ethical standards.
- Maintain and develop long term client relationships built though, trust, open communication and respect.

### Our commitment to our employees:

- Maintain a safe work place environment at all times where zero tolerance will be shown to discriminatory behaviour.
- Be sure that our activities do not impact negatively on the health and safety of our employees and subsequent contractors.

Contact: enquiries@centrocrane.com.au





### **COMPANY POLICIES**



## CODE OF CONDUCT POLICY...cont

- Ensure equal opportunity across the business for advancement and employment.
- Promote and encourage compliance with our code of conduct.
- Strive for excellence, with the aim of Centro being an employer of choice to our workforce.
- Reward exemplary performance with regards to production and safety and acknowledge that the two can not be separated.
- Maintain regular open and honest communication with all employees.
- Promote our own environmental responsibility and accountability.

### Our commitment to competitors:

- To participate in and promote fair positive competition with in our industry.
- To refrain from snagging in collusion, hidden commissions or unsuccessful tender fees.
- To refrain from unethical or illegal methods to gain information regarding our competitors.

#### Our commitment to communities:

- Respect the diverse physical and cultural environments in which we may conduct our operations.
- Comply with all applicable laws under which we operate.
- Participate in community relationship development activities and build a positive rapport with local communities through exposure, understanding and trust.

March 2018

Contact: enquiries@centrocrane.com.au

