



The Company recognises the importance of operating to a set of core values in the way that it carries out its business with its customers and supply chain organisations. These cores values seek to establish, protect and increase the trust and confidence of individuals and organisations with whom the Company interacts thereby enhancing the Company's reputation and its successful business dealings. Company procedures and the approach to business arising from this policy are to be applied by all of its employees in the course of their work activities, as well as across the company's suppliers and sub-contractors.

To achieve these aims the Company requires its employees:-

- To apply high ethical standards in their relationships with customers, suppliers, sub-contractors, competitors and the local community at all times;
- To ensure that all advertising, marketing and promotional documentation issued by the Company avoids false statements, concealment and exaggeration;
- Not to give or receive monies or gifts of significant value intended as an inducement or bribe;
- To report any offer of monies or gifts of significant value to their line manager;
- To maintain and protect the confidentiality of information provided by customers and suppliers as if it were the Company's own information;
- To develop good working relationships with the Company's suppliers and sub-contractors based on fair working practices, not making unreasonable demands and arranging prompt payment as agreed in the Terms and Conditions of the contractual relationship;
- To maintain a fair and neutral business relationship with competitors;
- Not to discuss confidential information with competitors;
- Not to malign the competition through misrepresentation, false statements or innuendo;
- To respect the local traditions and culture within the country or region in which they are operating;
- To comply with all laws and local regulations within the country or region in which they are operating;
- To support these aims the Company will endeavor to;
- Ensure adequate resources are available to implement the requirements of this policy;
- Make this statement available to the public;
- Review and update this policy during annual management reviews.
- The cooperation and involvement of employees at all levels is essential for the effective implementation of this policy.

Signed:

Date: