

Tridan Engineering Ltd Ethics Policy Statement

- Honesty and integrity. Base actions on a personal set of values. Follow the rules even when team leaders are not present.
- Good manners. Always show courtesy and respect towards other people.
- Accepts advice, supervision, constructive criticism. Have high self-esteem and do what is asked; accept constructive criticism and use it to improve future performance.
- Dependability / follow through. Work diligently to complete tasks, feedback to team leader any problems or delays so there are no surprises about work not being done.
- Good attendance / on time. Keep the mind on work (avoid external distraction); suggest improvement; be ready to begin work on time.
- Accuracy of work / no waste. Be careful and avoid mistakes; if mistakes are made, correct the errors; be proud of work well done; hold high standards, always aim to complete all tasks right, first time, every time.
- Pride & productivity in work. Show initiative; be ambitious; figure out how to get the job done; work as efficiently as possible to get the job well done.
- Leadership. In order to be more successful with the change process we take into consideration the human element of a system that supports creating safe and high quality products.
- Disclosure. All our personnel are protected from suffering any detriment or termination of employment if they make disclosures that can effect the business. A “qualifying disclosure” means



a disclosure of information that an employee genuinely and reasonably believes is in the public or customers interest and shows that the company has committed a “relevant failure” by:

- Committing a criminal offence.
- Failing to comply with a legal obligation.
- A miscarriage of justice.
- Endangering the health and safety of an individual.
- Product safety.
- Concealing any information relating to any of the above.

If the above has been invoked for malicious reasons or in pursuit of a personal grudge, then suspension of employment or such lesser disciplinary sanction as may be appropriate in the circumstances.