

Code of Conduct

Our Commitment

- The Code of Conduct outlines the behaviours and standard of acceptable conduct of all CMET employees and contractors in the performance of their duties and interactions with others in the workplace including stakeholders.

Our Approach

General Principles

- The Code of Conduct requires that employees and contractors:
 - behave honestly and with integrity
 - comply with CMET's policies and procedures
 - comply with applicable laws and legislation

Working with each other

- Treat everyone with respect and courtesy, and without harassment.
- Comply with any lawful and reasonable direction given in the course of your duties by any person with authority to do so.
- Behave in a way that upholds CMET's Values and the integrity and good reputation of CMET.
- Present for work fit for duty.
- Present yourself in a professional manner, including wearing the designated uniform and required safety gear appropriate to operations.

Decision Making

- Make decisions ethically, fairly and without bias using the best factual information available.

Gifts and Hospitality

- It is unethical to solicit or accept any gifts, benefits or money which might in any way obligate, compromise or influence CMET.

Conflicts of Interest

- Ensure personal activities and interests do not conflict with your responsibilities, including perceived conflict and disclose any existing or potential conflicts.

Use of CMET Resources and Assets

- Resources are to be used effectively, economically and carefully, and for the benefit of CMET.

Protect confidential information and privacy

- Maintain the integrity, confidentiality and security of corporate information.

Continuous Improvement

- This policy will be updated to comply with changes in legislation or business operations.

Managerial Accountability

- Managers are to lead by example in regards to behaviours and standards expected of all employees and contractors.

Digitally Signed By:

General Manager - Bruno Lancelotat: 14/07/2021 12:12:15

General Manager

Canberra Metro Operations Pty Ltd