

GM Mining Electrics

Code of Behaviour & Conduct

GM Mining Electrics have a Code of 'Behavior & Conduct' to assist in supplying an exceptional and honest standard of service to our customers and to provide all employees with a fair, unbiased and happy work environment.

All other stakeholders can be assured of the same high standard of treatment and dealings.

GM Mining Electrics prides itself on its high standard of ethics, values and integrity and strive to uphold these qualities and reputation.

All employees, labour-hire employees and contractors are expected to follow this code at all times whilst at work, work functions, representing *GM Mining Electrics* and working at any location on behalf of *GM Mining Electrics*.

All employees, labour-hire employees and contractors will be continually reminded of this code and will be informed immediately of any changes.

This code consists of the following principles:

- All Local, State and Federal Laws, By-Laws, statutes, legislation, and regulations will be held with full regard and the company and all representatives will conduct business within these boundaries and remain compliant at all times.
- The company and all representatives will strive to deliver (to the up-most of their abilities) the highest quality of service to meet our clients and customers needs and requirements.
- Conduct that is fair and ethical is to be upheld at all times. Any employee, contractor or labour-hire contractor is to report to management any and all personal 'gifts' they may receive in the course of carrying out their work. These gifts are not to have an influence on any decisions made on behalf of *GM Mining Electrics*.
- All stakeholders including employees, contractors, labour-hire employees, customers, suppliers, visitors and anyone affected by our operations are to be treated with respect, courtesy and integrity.
- All employees, labour-hire staff and contractors are expected to (when working at other premises) adhere to the requirements, policies and/or directions applicable to that workplace that are reasonable. When working at any *other* location/s, respect and care is to be taken for that workplace and the property of that *other* workplace.
- All employees, labour-hire employees and contractors will not reveal any trade secrets, intellectual property or practices belonging to *GM Mining Electrics* or their clients at any time. Removal of company documents from company premises or vehicles is prohibited without authority. Confidentiality must be strictly observed at all times.
- Work is to be carried out in a supportive and cooperative manner. Physical, verbal and/or any other form of harassment of fellow workers is to be avoided at all times. No employee should be subjected to any form of discrimination.
- All employees, labour-hire employees and contractors will wear relevant protective clothing where necessary and will at all times present for work in a neat, tidy and appropriate condition.

GM Mining Electrics' health & safety policy, fitness for work policy, quality policy and environmental policy must be adhered to at all times.