

CODE OF CONDUCT

As electrical design, construction and commissioning practitioners, we use our knowledge and skills for the benefit of our Employees and Clients to create solutions for a sustainable future. In doing so, we strive to serve the community ahead of other personal or sectional interests.

Our Code of Conduct defines the values and principles that shape the decisions we make. The related Guidelines on Professional Conduct provide a framework for all Employees and Directors to use when exercising their judgment in the practice of our business activities within the SGC Australia's community (Clients, Suppliers and Employees).

These Guidelines are not intended to be, nor should they be interpreted as, a full or exhaustive list of the situations and circumstances, which may comprise compliance and non-compliance with the Code of Conduct. If called upon to do so, members are expected to justify any departure from both the provisions and spirit of the Code.

Ethical business practice requires judgment, interpretation and balanced decision-making in context. SGC Australia recognises that, while our ethical values and principles are enduring, standards of acceptable conduct are not permanently fixed. Community standards and the requirements and aspirations of best practice will develop and change over time. Within limits, what constitutes acceptable conduct may also depend on the nature of individual circumstances.

Allegations of non-compliance will be evaluated on a case-by-case basis and administered in accordance with the disciplinary regulations.

In the course of our business activities, we will:

Demonstrate Integrity

Act on the Basis of a Well-informed Conscience

- Be discerning and do what you think is right
- Act impartially and objectively
- Act appropriately, and in a professional manner, when you perceive something to be wrong
- Give due weight to all legal, contractual and employment obligations

Be Honest and Trustworthy

- Accept, as well as give, honest and fair criticism
- Be prepared to explain your work and reasoning
- Give proper credit to those to whom proper credit is due
- In managing perceived conflicts of interest, ensure that those conflicts are disclosed to relevant parties
- Respect confidentiality obligations, express or implied
- Do not knowingly engage in fraudulent, corrupt, or criminal conduct

Respect the Dignity of All Persons

- Treat others with courtesy and without discrimination or harassment
- Apply knowledge and skills without bias in respect of race, religion, gender, age, sexual orientation, marital or family status, national origin, or mental or physical handicaps

Practice Competently

Maintain and Develop Knowledge and Skills

- Continue to develop relevant knowledge and expertise
- Act in a careful and diligent manner
- Seek peer review
- Support the ongoing development of others

Represent Areas of Competence Objectively

- Practice within areas of competence
- Neither falsifies nor misrepresents qualifications, grades of membership, experience or prior responsibilities

Act on the Basis of Adequate Knowledge

- Practice in accordance with legal and statutory requirements, and with the commonly accepted standards of the day
- Inform employers or clients if a task requires qualifications and experience outside your areas of competence

Exercise Leadership

Uphold the Reputation and Trustworthiness of SGC Australia

- Advocate and support the extension of ethical practice
- Engage responsibly in debate and deliberation

Support and Encourage Diversity

- Select, and provide opportunities for, all Personnel on the basis of merit
- Promote diversity in leadership

Communicate Honestly and Effectively

- Take into account the reliance of others expertise
- Provide clear and timely communications on issues such as services, costs, outcomes and risks

Promote Sustainability

Engage Responsibly with the Community and Other Stakeholders

- Be sensitive to public concerns
- Inform employers or clients of the likely consequences of proposed activities on the community and the environment
- Promote the involvement of all stakeholders and the community in decisions and processes that may impact upon them and the environment

Balance the Needs of the Present With the Needs of Future Generations

- In identifying sustainable outcomes consider all options in terms of their economic, environmental and social consequences
- Aim to deliver outcomes that do not compromise the ability of future life to enjoy the same or better environment, health, wellbeing and safety as currently enjoyed

This policy will be reviewed annually to ensure it meets the needs of the company.