

This Code of Conduct establishes ethical standards for Cardno's directors, executives and employees to embrace and advocate. This ethical framework is designed to deliver an environment where the highest standards of ethical conduct are pursued in the interests of the Company. Individuals shall comply with the codes of ethic of their relevant professional associations.

The following six principles govern our conduct.

### **Honesty and Integrity**

- Individuals will treat all people with respect and will not discriminate on the grounds of race, religion, gender, marital status or disability.
- Individuals shall act honestly and with integrity in all dealings on behalf of the company.

### **Confidentiality of Information**

- Individuals will ensure that all confidential information relating to the company, staff and other third parties is not disclosed either inadvertently or deliberately, unless allowed or required under relevant law or legislation.
- Individuals will not use information gained in the course of their employment or position with the company for personal gain nor to obtain a benefit from any other person or business.

### **Personal Dealings**

- Individuals will not use the company's name or information gained in the course of their employment or position with the company to further any personal or other business transaction by themselves or related parties.
- Tools, equipment and other services or facilities provided by the company shall be used for the purpose for which they were provided and in accordance with the terms on which they were provided and shall be kept in good working order and properly protected.

### **Conflict of Interest**

- Individuals will immediately and fully disclose any personal matter that may lead to actual or perceived conflict of interest.
- Dealings with the company, suppliers, customers and other parties will be on an arms length basis to avoid the possibility of actual or perceived conflict of interest.

### **Abiding by the Law**

- Individuals shall at all times and in all respects abide by all relevant laws and regulations applicable at that time.

### **Gifts or Entertainment**

- Individuals shall not use their position with the company to seek personal gain from those doing business with or seeking to do business with the company.
- Individuals shall not offer, promise or otherwise provide a bribe, in any form either directly or indirectly and shall not accept a bribe from any person.
- Individuals shall not accept any cash payments but may accept personal gifts providing the market value of the gift is less than that amount established from time to time by the Managing Director and is not given in return for any favour or consideration.
- Individuals shall not accept or provide any entertainment that could reasonably be seen to be an inducement.