

WSROC TRAINING & EMPLOYMENT

CODE OF CONDUCT

Directors

As Directors of WSROC Training & Employment, we are committed to:

- Discharging responsibilities with integrity and honesty, observing the standards prescribed in good management practices
- Maintaining an environment of mutual respect and co-operation in all our dealings
- Ensuring effective communication between fellow Directors, staff and those with an interest in the operation of Group Training
- Development of uniform and equitable policies with the effective and efficient use of resources to meet identified Goals
- Ensuring the immediate disclosure of any personal interest that could have detrimental effect on the operation of the company
- Conducting business in a manner that would not impinge on the standing and reputation of the Group Training Industry

Staff

The staff of WSROC Training & Employment is committed to:

- Ensuring the effective and economic management of all resources
- Ensuring the creation of an equitable, friendly, safe and satisfying work environment
- Demonstrating integrity and compassion avoiding discriminating and unfair practice
- Providing regard for the professional reputation and business of others
- Not utilising authority or position for personal gain
- Ensuring that all communication is informative and appropriate, not misleading to those receiving such communication
- Ensuring that all contracts and terms of business are honoured
- Improve management and business competence through continued learning
- Protect the Company's confidentiality, proprietary information and intellectual property
- Balance the interests of the company with their own responsibilities and commitments.