

CODE OF CONDUCT STATEMENT

This Statement summarises the principles and standards of behaviour expected of everyone who works for, or on behalf of, TasPorts. Through these standards, we seek to maintain the trust and confidence of our employees, customers, stakeholders and the Tasmanian community. The full requirements are set out in TasPorts' Code of Conduct and associated policies.

PURPOSE

This Code communicates TasPorts' expectations for ethical, lawful, professional and respectful conduct.

It supports the trust placed in us by our customers, suppliers, stakeholders and the Tasmanian community.

SCOPE

Our Code of Conduct supports our Values in Action and outlines the behaviours expected of everyone who works for, or on behalf of, TasPorts.

It applies when working at TasPorts facilities or elsewhere, attending work-related activities, using company systems or equipment, engaging with stakeholders, or otherwise acting in connection with TasPorts.

VALUES

Our conduct reflects the TasPorts values:

PROUD
Proud to play our part, we follow through with courage and conviction.

CARE
To show care, we actively engage and listen.

TOGETHER
We don't go it alone, because we're better together.

SHARE
Information empowers, so we share it generously.

TRUST
We trust our people and processes to deliver with integrity.

COMMITMENT

TasPorts is committed to maintaining a safe, respectful and ethical workplace and conducting its activities honestly, responsibly and with integrity.

TasPorts expects all employees, contractors and representatives to:

- **Act lawfully and responsibly** by complying with applicable laws, company policies, lawful directions and delegated authorities.
- **Work safely** and take reasonable care for their own health and safety and that of others.
- **Act honestly and with integrity**, including using TasPorts property, resources and information only for proper and authorised purposes.
- **Treat people with dignity and respect** and contribute to a workplace free from discrimination, harassment, bullying, violence and other inappropriate behaviour.
- **Act professionally** when dealing with colleagues, customers, suppliers, port users, community members and other stakeholders.
- **Avoid and disclose conflicts of interest**, including personal, financial or outside interests that could improperly influence, or appear to influence, work-related decisions.
- **Manage gifts and benefits appropriately** and never offer, seek or accept bribes, improper payments or unauthorised benefits.
- **Protect privacy and confidential information** and access, use, store and disclose information only for legitimate and authorised purposes.
- **Protect TasPorts' assets, records and reputation**, including by maintaining accurate records and making authorised and responsible public statements.
- **TasPorts supports the reporting of concerns** and maintains processes for reporting suspected misconduct, including suspected unlawful, dishonest, unsafe or inappropriate conduct, information security incidents or breaches of company policy.
- **Raise concerns and participate constructively in resolving them** and not victimise or disadvantage anyone who raises a concern in good faith.

Failure to meet these expectations will be addressed appropriately and in accordance with applicable TasPorts policies, procedures, contractual arrangements and legal requirements.