



# Core value

## Integrity



Being who you say you are, telling the truth and being consistent and reliable.

### *Acceptable*

- Tell the truth.
- Admit your mistakes and when you are wrong.
- Accept feedback, including criticism.
- Do what you say you will do.
- Follow through on actions.
- Be consistent and reliable.
- Meet face to face to discuss issues where possible.
- Be on time.
- Follow corporate/team goals as an individual, team and organisation.
- Comply with the *Codes of Conduct*.
- If you can't meet deadlines, inform and discuss options early on.

### *Unacceptable*

- Lying.
- Giving false promises.
- Not owning issues and not seeking to resolve them.
- Compromising integrity in stressful situations.
- Non-compliance with the *Codes of Conduct*.
- Monitoring employees without justification.
- make someone do trivial or unpleasant duties without justification or explanation.
- Withhold information that affects an employee's performance.
- Discipline someone in front of other employees.