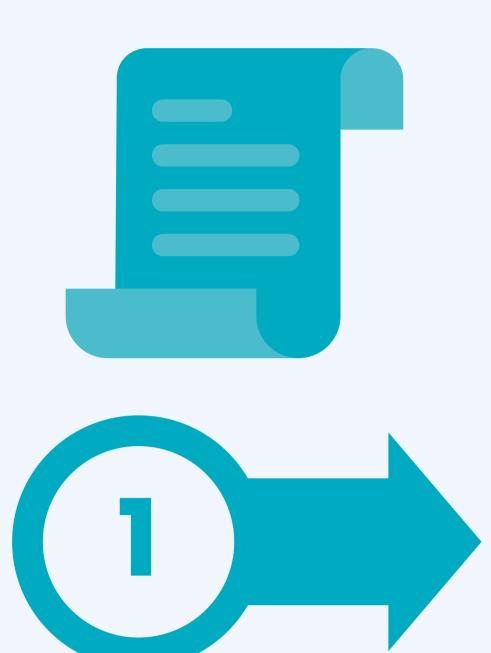
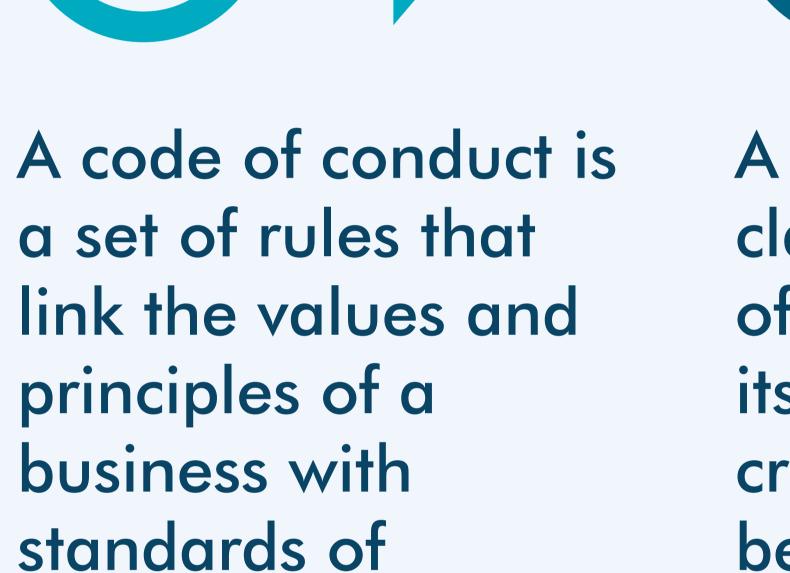


WHAT IS A CODE OF CONDUCT?







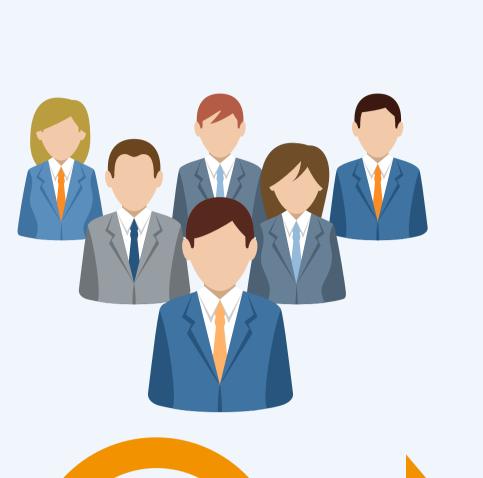
A code of conduct clarifies the ethics of a business and its employees, creating a benchmark for their values.



By clarifying expected behaviour, a code of conduct

creates a positive

company culture.



Codes of conduct are effective when they include policies and

expectations for all

functions of a

business.



They also improve

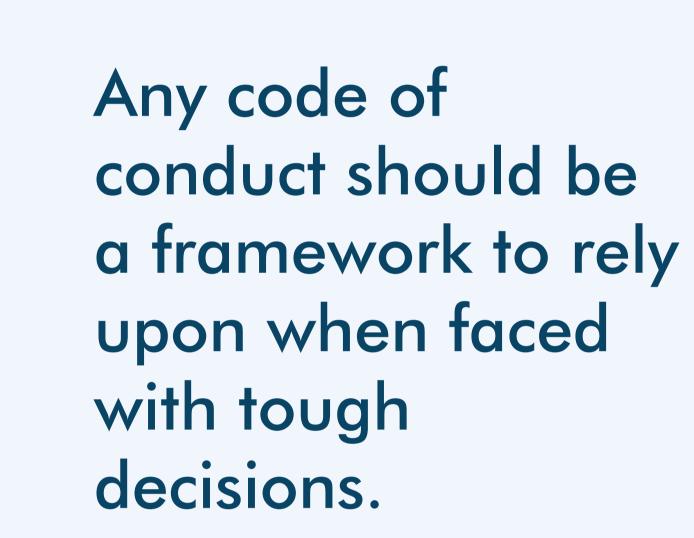
performance when

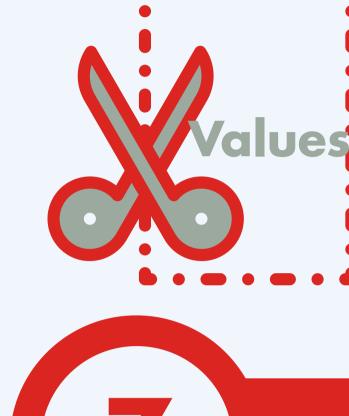
business' strategic

company

linked to a

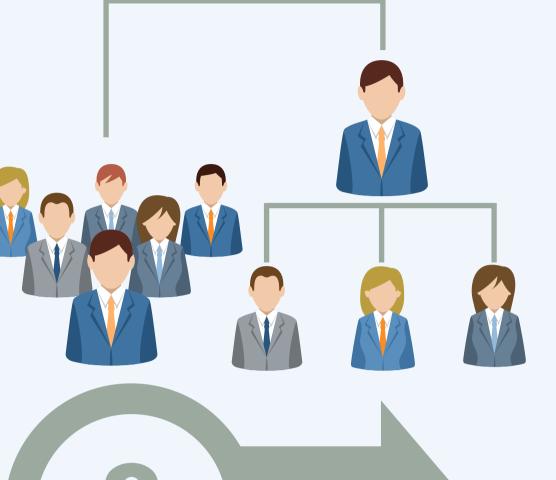
objectives.





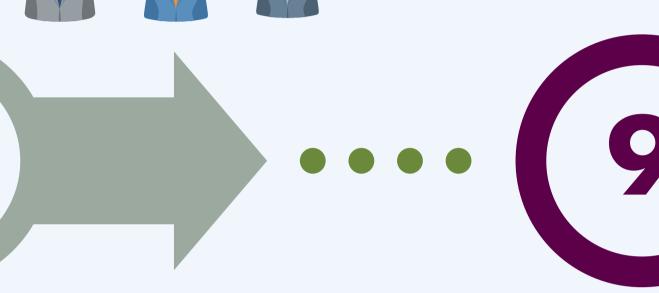


An effective code of conduct must be created by a multi-disciplinary tailored to a business' industry, team from all levels culture, and values. and departments of

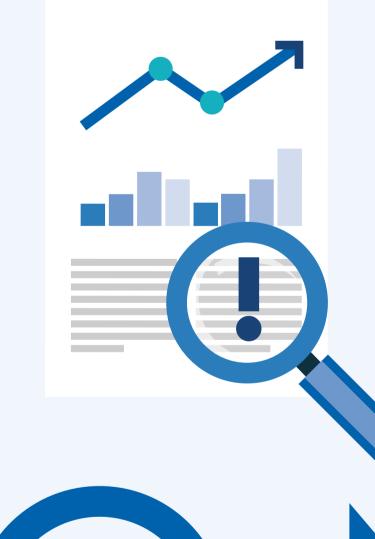


They must be

a business.



A code must be specific and address ethical problems that employees are likely to encounter.

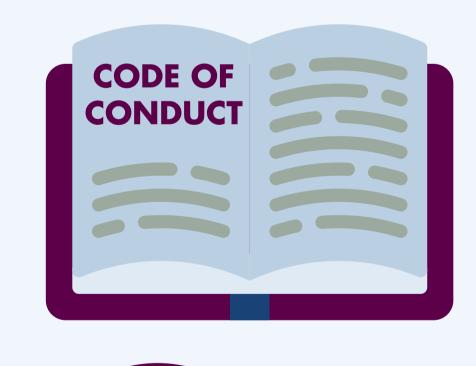


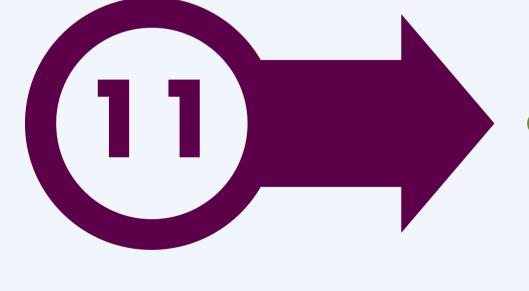
professional

conduct.



A code of conduct must include policies to report any violations in the implementation of its provisions.



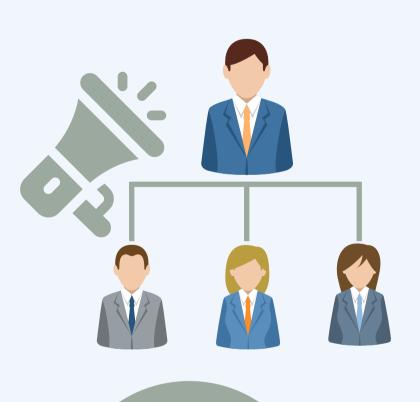


A business must define the disciplinary procedures in the event of any violations to the code of conduct.





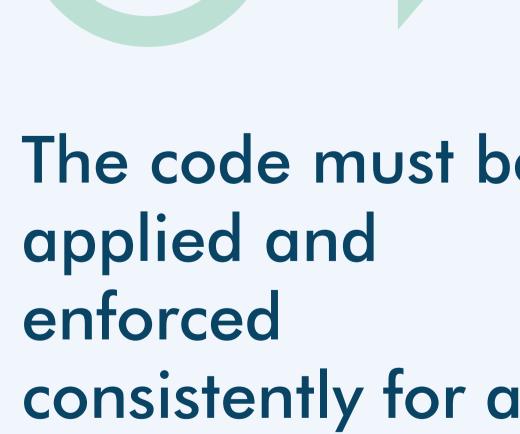
Upon the completion of a code of conduct, all employees should be made aware of its policies and their implementation.





Training sessions must be provided consistently to all employees on the proper rules of conduct.





The code must be consistently for all employees and stakeholders, with no exceptions.

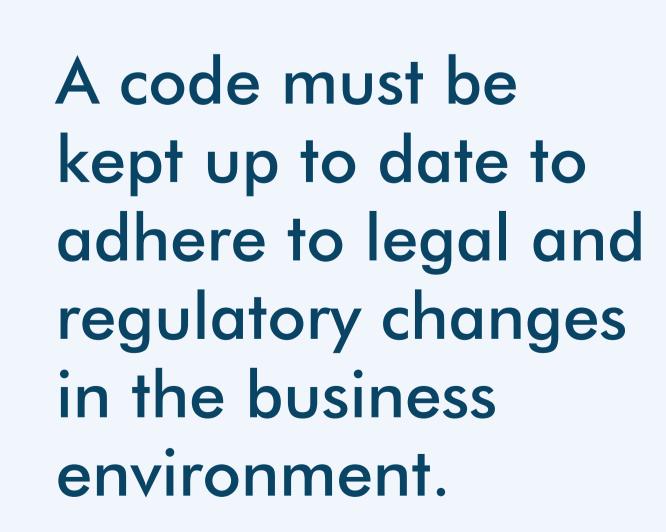




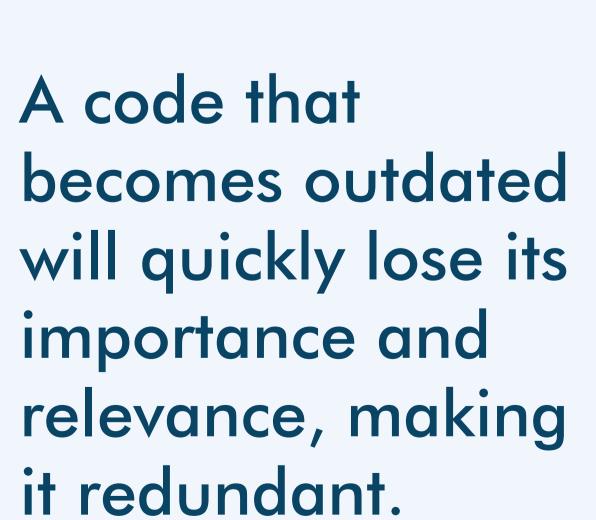
A business should monitor the implementation of a code of conduct to determine if its policies are being applied correctly.













A code of conduct must be treated as a living document to ensure it covers all aspects of employee conduct.