



**MMA**  
OFFSHORE

## Conduct Policy

The intention of MMA Offshore Limited's (**MMA**) Conduct Policy is to guide all staff in the identification and resolution of all aspects of ethical conduct in the workplace environment. The Conduct Policy outlines the standards of behaviour that are expected by all staff.

### VALUES

MMA's values are our fundamental, core beliefs. These beliefs guide our behaviour and assist us with our decision making.

MMA's core values are:

#### People

We acknowledge that success is founded on the commitment and endeavour of the people who work for the Company and with the Company.

#### Integrity

Our "license to operate" is dependent upon the integrity of our people, our management systems and our governance systems all of which guide the overall performance of the Company.

#### Initiative and Flexibility

We recognise that superior service is dependent upon the ability to address our client's current and emerging requirements creatively and with a willingness to explore new possibilities. We accept change as a necessary and natural progression towards improved performance.

#### Performance

We encourage performance excellence and understand that our success and ability to grow is contingent upon professional and diligent execution of our core business.

### PERFORMANCE OF DUTIES

MMA Employees must, at all times, act:

- Ethically, honestly, responsibly and diligently;
- In full compliance with the law and this policy; and
- In the best interest of the Company.

### SOCIAL INVOLVEMENT

#### Respect for One Another

- Treat all staff with respect.
- Refrain from all forms of harassment.
- Consider the impact of decisions on the well being of others.
- Recruit and manage based on performance and competence without regard to nationality, age, race, gender, religious beliefs, sexual orientation and/ or culture.

#### Communication with Stakeholders

Ensure that we maintain good working relationships based on integrity and trust by communicating openly with our stakeholders.

#### Contribution to the Community

Assist where possible in the community by engaging and developing local people.

#### Indigenous Participation

MMA are an equal opportunity employer committed to providing a positive and friendly work environment, free from discrimination of any nature.

Developing and maintaining mutually advantageous relationships with indigenous communities is a key aspect of MMA's ongoing development.

  
**Jeffrey Weber**  
Managing Director

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