

# VITAL BEHAVIOURS Dictionary

## Get It Done

- I don't procrastinate unnecessarily when I have to make a decision - **Decisive**
- I 'walk my talk' by ensuring that how I behave is consistent with what I say - **Exemplary**
- I hold regular team meetings to engage on team performance - **Execution focus**
- I follow through with anything I am involved in to ensure delivery of the task or initiative - **Follow-through**

## Complete Candor

- I champion honest, constructive and respectful dialogue - **Transparent**
- I don't shy away from managing sub-optimal performance in an objective manner - **Frontal**
- People are not afraid to raise critical issues with me or in my team as they know they will get a fair hearing - **Fairness**
- I encourage people to be respectful and honest with each other and have the courage to raise important issues - **Respect**

## Complete Accountability

- I am the **solution** to deliver on any tasks, initiatives and results in my job function or within the sphere of my influence - **Ownership**
- I will support my team members with all the relevant tools & resources to enable delivery on tasks - **Support**
- I don't dissipate energy on blame for wrong decisions, I help them understand why the decision was inappropriate and guide them in taking corrective action for the future - **Forward-looking**
- If I have made a wrong decision, I am quick to acknowledge, learn from the mistake and take corrective action - **Humility**

## Collaboration

- I am dedicated to the company's new vision and mission and will support transformational initiatives deployed - **Change Agent**
- I appreciate that company performance can only be delivered by collective efforts - **Team imperative**
- I encourage collaboration with other people/teams to ensure we can find the best possible solutions to business challenges - **Common objectives**
- I pro-actively cultivate and sustain healthy professional relationships across functional areas for myself and my team members - **Relationships**
- I discourage silo thinking
- I recognize internal and cross-functional team efforts and achievements - **Recognition**