# Code of Conduct

## Purpose

This document affirms Group-1 belief in ethical behaviour and achieving the group goal from all its members. Group-1 expects its members to maintain a high standard of conduct and performance to make sure the group goal is achieved, and the product is delivered to the client.

“Personal conduct matters, it contributes to a good group environment and individual growth”.

## Principles

We as a group believe in consistent and honest work that will contribute to the success of this project. Furthermore, we value punctuality and equality enabling better group dynamics and morale.

## Scope

The code always applies to all members of the group, and we ensure that we will adhere to these principles irrespective of any circumstance.

## Policy

Our code of conduct policy provides the framework of principles that will help complete the project, dealing with other members, client and facilitator.

* Act and maintain a high standard of integrity and professionalism.
* Act in Group’s best interest and value the client’s reputation.
* Be considerate and respectful of the other members, client and facilitator differences, culture, gender, colour etc.
* Be punctual and respectful of other’s time and commitment to the project.
* Exercise fairness, equality, courtesy, consideration and sensitivity in dealing with other employees, customers and suppliers.
* Maintain a safe workplace and do not conduct yourself in a way that might risk the health and safety of yourself or others.
* Avoid apparent conflict of interests, promptly disclosing to the facilitator, an interest which may constitute a conflict of interest.
* Perform duties with skill, honesty, care and diligence.

## Compliance

Group-1 expects co-operation from all members in conducting themselves in a professional, ethical and socially acceptable manner of the highest standards. Failure to comply with the principles or the spirit of the code or the policy framework will be considered a serious breach of Group-1 policy and will be investigated with the help of the facilitator.