

Code of Conduct Policy

All employees of Tony's Tuna International Pty Ltd are expected to observe the highest possible standards of behaviour, ethics and integrity as a condition of their employment.

The standards expected of employees include:

- compliance with all company policies, procedures, rules, and contractual obligations;
- compliance with all relevant industry legislative requirements in the performance of all duties;
- adherence to appropriate Professional Codes of Practice and/or Ethics;
- compliance with all reasonable and lawful instructions of managers/supervisors;
- observation of work health and safety legislation, regulations, Codes of Practice, rules and responsibilities at all times;
- adherence, to the confidentiality of any information, records or other sensitive material acquired, during the course of employment and/or after the cessation of employment with Tony's Tuna International Pty Ltd;
- honesty and fairness in all dealings with customers, clients, co-workers, management and the general public;
- respect for Tony's Tuna International Pty Ltd equipment, supplies and property;
- not to make any unauthorised statements to the media about Tony's Tuna International Pty Ltd business (requests for media statements must be referred to the General Manager);
- that you understand you are accountable for your actions and anything you write or post in any form of social media, and must abide by the Social Media Policy;
- no fighting in the workplace;
- no weapons in the workplace;
- no offensive language and/or behaviour in the workplace;
- no unlawful discrimination or harassment in the workplace;
- no recreational fishing or utilisation of company equipment for that purpose;
- not be under the influence of alcohol or other drugs whilst in the workplace and must abide by the Drugs and Alcohol in the Workplace Policy.

A breach of this Code of Conduct by any employee will result in disciplinary action being taken.

Authorising Officer:


General Manager

Date: 27/02/2015