

## CODE OF CONDUCT POLICY

Reay Services Group is a pipeline construction, mining services, civil and trenching company that consistently delivers quality services to customers.

At Reay Services Group all company employees and contractors are bound by the terms of their employment contract to adhere to specific guidelines that apply to every work-related space during their work. All employees are obliged to know and follow the Employee Code of Conduct.

All employees and contractors must abide to certain rules that show integrity and high quality professionalism while executing their duties in the workplace. The following includes Reay Services Group's expectations from its employees and contractors;

- To protect the company's legality. Legal guidelines refer to all environmental, safety and fair dealing dictations of the local and federal law.
- To behave in a respectful manner towards colleagues, clients and the community and strictly refrain from any kind of discriminatory behavior, harassment or victimisation.
- Treat the company's property, whether material or intangible, with respect and care.
- To follow the dress code and personal appearance guidelines of the company.
- Employees and contractors are actively discouraged from accepting gifts from clients or partners and strictly prohibited to accept bribes for the benefit of any external or internal party.
- Pay attention to their job duties and fulfill them with integrity and respect towards the customers, stakeholders and community.
- All employees and contractors are expected to avoid any personal, financial or other interests that might hinder their capability or willingness to perform their job duties or be damaging to the company.
- Maintain a climate of friendliness and harmony and endeavor not to disrupt the workplace for the execution of their duties or present obstacles to the work of their colleagues.
- Be open for communication with colleagues, supervisors, subordinates and clients.

Failure to comply with any part of the Code of Conduct's guidelines may result in appropriate disciplinary action.

This policy shall be reviewed on an as required basis and in accordance with QMS-REG-018 – HSEQ Audit Schedule.

**Brett Reay**  
Managing Director

