

CODE OF CONDUCT

In promoting ethical and responsible decision-making the following issues are to be addressed:



- **Guide directors, Chief Executive Officer, Executive Managers and other key executives as to:**
 - The practice necessary to maintain confidence in the Credit Union's integrity
 - The responsibility and accountability of individuals for reporting and investigating unethical practices
- **Conflicts of interest**
 - Managing situations where the interest of a private individual interferes or appears to interfere with the interests of the Credit Union as a whole.
- **Corporate opportunities**
 - Preventing directors and key executives from taking advantage of property, information or position, or opportunities arising from these, for personal gain or to compete with the Credit Union.
- **Confidentiality**
 - Restricting the use of non-public information except where disclosure is authorised or legally mandated.
- **Fair dealing**
 - By all employees with the Credit Union's customers, suppliers, competitors and employees.
- **Protection of and proper use of the company's assets**
 - Protecting and ensuring efficient use of assets for legitimate business purposes.
- **Compliance with laws and regulations**
 - Active promotion of compliance.
- **Encouraging the reporting of unlawful/unethical behavior**
 - Active promotion of ethical behaviour and protection for those who report violations in good faith.

Recognise the legitimate interests of all legitimate stakeholders:

- Guide compliance with legal and other obligations to stakeholders
- The special position of depositors and the requirement to protect their funds.
- Clear commitment by board and management to the code of conduct
- Responsibilities to shareholders and the financial community generally
- Responsibilities to clients, customers and consumers
- Employment practices
- Obligations relative to fair-trading and dealing
- Responsibilities to the community
- Responsibilities to the individual.
- How the company complies with legislation affecting its operations
- How the company monitors and ensures compliance with its code.

The Mutual Banking Code of Practice also binds directors and staff.