

Code of Conduct

POLICY STATEMENT:

Wave International aims to maintain its reputation as responsible and ethical corporate citizens. As such, there is great importance placed on maintaining appropriate behaviors and professional standards within the company. The company is committed to creating a work environment free from discrimination and harassment, where all employees are treated equally with dignity, courtesy and respect.

While employees are responsible for their own conduct, they are encouraged to aim for their behavior to always be above reproach, and all employees must, at all times, abide by the laws of Australia.

POLICY DETAILS:

Wave employees will:

- Refrain from engaging in anti-social or discriminatory behaviour regarding race, age, sex, marital status, pregnancy, disability, religion or political affiliation. The Company will take appropriate action to prevent this behaviour and will ensure that appropriate procedures are in place that comply with both legislative and social standards and that these are communicated to all employees.
- Take note that the laws of the country they are residing in apply and will be allowed to run their course in the event of criminal behaviour.
- Have no part in any activities involving corruption or bribery, nor any other illegal behaviour in the securing or executing of business contracts.
- Comply with occupational health and safety legislation, industrial standards, regulations and the responsibilities that these prescribe.
- Act with integrity, honesty and fairness in dealings with all other company members, clients, suppliers and the general public.
- Refrain from the disclosure (to any person or entity unless compelled to do so by law) or personal use of any confidential information acquired during employment, both throughout and following the termination of employment.
- Refrain from any behaviour that could be potentially damaging to the company's reputation and adhere to all Wave International policies, procedures, agreements and contracts
- Respect all company and client company equipment, supplies, records and property
- Promote equal opportunity in all aspects of the business activities of Wave International.

This policy will be reviewed periodically to ensure it is relevant, continues to reflect sound practices and meet the Company's high standards.

Endorsed this 18th day of December 2017

GREG MILLEN
Director, Chief Executive Officer
Wave International Pty Ltd