
Code of Conduct

2022



Foreword from Steve Corcoran

It is with great pleasure that I write this foreword to Taziker Code of Conduct.

Taziker is a business with a long and established history. We are committed to building upon our hard-earned reputation for delivery and performance by establishing an equally trusted name for operational excellence and high performance; not just in our contracting activities, but in all that we do.

Our business is now approaching the £100m per annum turnover and it is critical therefore, that as we grow, we ensure that our standards and our ethics are upheld and understood by all. The Code of Conduct sets out to achieve that. It is not a rulebook, but perhaps something of even greater value than that, for it isn't established on laws or procedures set-out by others, but instead it is a clear and unequivocal commitment to determine who we are, what we stand for and the standards, morals and ethics that will apply in the way we do business. In effect, it establishes our culture. A culture of Excellence, built upon our People and how they engage and operate with their colleagues, our clients and our supply chain.

The Code of Conduct will be a reference book for all that we do, it will enable all those with whom we engage with, both inside and outside of our organisation to have a clear understanding of what they can expect when dealing with Taziker and what they can do if for any reason, we fail to live up to our own exacting standards. It is a blueprint for how good business should be undertaken in a respectful, ethical and collaborative manner.

I encourage you all to read and understand the high expectations we have for our business and therefore from you our people, our supply chain and our clients. We trust this Code of Conduct will enable us all to build on the success of one and another and to establish Taziker and its stakeholders as a case study in what good looks like.

Best regards

Steve

CEO

1. What is it?

The Code of Conduct sets out Taziker's expectations of ourselves and all of those who work with us. The Code of Conduct is not a set of rules, it is a set of principles and how we do business. It is aligned to our values however it cannot cover every possible situation and therefore it requires all of us to use our best judgment in applying the principles of the Code of Conduct and demonstrate its spirit in how we operate and do business.

We appreciate that many of you who work with Taziker will have developed your own principles to guide you, so we don't expect you to repeat this with ours. However, we do expect that your performance and standards of behaviours are in line with this Code and any contract obligations. In addition, our Code of Conduct applies to our supply chain and Taziker expects our suppliers to act in a manner that upholds our reputation, when delivering goods, services or works on behalf of Taziker.

The purpose of the Code of Conduct is to formally communicate these requirements and expectations. It is freely available to view and can be downloaded from www.taziker.com as can "Our Values" which are also identified in Para 4 of this Code of Conduct.

2. Who does the Code of Conduct apply to?

The Code of Conduct applies to all our Employees (whether full time, part time or temporary), Partners, Suppliers and Subcontractors, and their supply chain. In line with "Our Values" Taziker expects our suppliers to treat our colleagues, clients and stakeholders with fairness and respect, in return we expect our colleagues, partners and clients to treat our suppliers in the same manner.

3. What to do if you have a serious concern?

If you have a significant concern that something in the way we are operating may not be consistent with this Code of Conduct, please speak up. We actively encourage you to raise any concerns or questions you have in confidence - Taziker operates with a collaborative culture and will actively seek to avoid a situation that creates a "blame-culture", we will always support you for doing the right thing. We will never tolerate any retaliation or discrimination against anyone who has raised something in good faith. Any issues raised will only be communicated on a need-to-know basis.

We recommend that you should first discuss this with your line manager (or senior management for Partners, Suppliers and Subcontractors). They should then raise it with the relevant Senior Manager in Taziker.

If you are not comfortable with that or do not believe that the matter in question can be handled appropriately in this way, then you have the option to report it using the following link www.whistleblower.taziker.com where it can be reported anonymously and will be picked up by our Employee Services department.

4. Our EPIC Values

▪ Excellence

We are committed to delivering *excellence* in everything that we do. Through our safety, technical expertise and services; we are focused on creating significant and continuous value for our employees, clients and stakeholders alike. We will strive to deliver a product of the right quality, for the right value and in the most effective way.

▪ People

Taziker is a people business. We are passionate about our colleagues, customers and the communities in which we work. We are committed to building our organisation from within through the continuous development, engagement and empowerment of our people.

▪ Innovative

With our client-focussed approach, we seek to be collaborative in our approach and to thereby provide innovative solutions. We are dedicated to embracing change, planning for the future and challenging our people to seek new ideas to come up with bold, efficient solutions.

▪ Collaborative

We will proactively collaborate at all levels with openness and honesty. Our people will behave with integrity and dedication; building trust and confidence with our clients at all stages of a project. We work together in our Taziker teams as well as expanding our working environment to include clients and our supply chain to deliver excellence everyday and in everything we do.

5. Environmental Sustainability

Taziker is committed to playing its part in minimising our impact on the environment and on the communities in which we operate. Put simply, “We care about our world”. We recognise that everything we do has an impact on it, and we intend to improve it through the things we do. So that we leave a better legacy for our children and their children.

What does it mean?

Taziker is committed to responsibly regenerating and sustaining our national infrastructure. We strongly feel that to have a sustainable future, we need to reduce our impact on the environment to help improve the social, economic, and environmental well-being of the communities we work in. This will be influenced by the investment in, and development of and the application of renewable energy schemes and reductions in energy usage and waste across the Group.

We always:

- comply with environmental legislation and other regulatory requirements
- prioritise the use of materials and services with the lowest environmental impact and consider the use of non-hazardous, renewable, recyclable, and reusable materials, which wherever possible will be sourced locally.

- procure timber and wood-based products from legal and verifiable sustainable sources
- use our supply chain management system and supply chain policy to guide our sourcing decisions
- respect, protect and enhance the environment we work within, protecting wildlife and conserving their habitats
- look to reduce our use of energy consumption on our sites and when we travel. Constantly seeking smarter and more energy efficient alternatives. to reduce water consumption, improve water efficiency, and reduce waste and polluting emissions
- seek ways to reduce our waste and to reuse, recycle or reapply our products and services

We never:

- ignore the impacts of our live and potential activities and projects on the environment
- accept that there isn't a smarter way.

6. Bribery & Corruption

"We will not offer or accept bribes, facilitate payments, or participate in any form of corruption"

What does it mean?

Bribery – the provision or receipt of anything of value (financial or otherwise) in order to improperly influence or reward any action or inaction of any person in the performance of their duties.

A facilitation payment – usually a small payment (or gift) made to public officials to speed up or "facilitate" actions they should already do as part of their routine job (It doesn't include fees required to be paid by law for the service).

Corruption – dishonest practices inc. but not limited to bribery, extortion, fraud, deception, collusion, cartels, abuse of power, embezzlement, or money laundering.

We always:

- use company funds for lawful, ethical, and proper purposes only
- make it clear to all third parties that offering or paying any kind of bribe on our behalf is completely unacceptable
- record gifts and hospitality accurately, completely, and transparently
- report any corruption or attempts at bribery

We will never:

- make or accept any improper payments to obtain, retain or improve business
- offer, promise, or give any advantage or anything of value to a public official (or their representative) to influence them in the performance of their duties

- make facilitation payments (except where you are in fear for your personal safety or liberty)
- give or accept gifts or hospitality with the expectation that a business advantage will be provided in return

7. Fraud, deception, and dishonesty

“We will not knowingly defraud or deceive anyone, act dishonestly, false claim, misuse company property or resources, facilitate tax evasion or allow someone else to do so on our behalf”

What does it mean?

Fraud - obtaining an advantage (financial or otherwise) or causing someone a loss using deliberate deception.

False claim - Using or diverting the company’s money or resources for improper purposes is also fraud. It also includes concealing defects or fabricating evidence, in each case, even if we or the client requests or supports that.

We always:

- use company funds for lawful, ethical, and proper purposes only
- be transparent with gifts and hospitality, in line with our policy and section 9
- report any fraud, deception, or dishonesty as soon as we are aware
- ensure we keep accurate records

We never:

- make or accept any false payments to gain an advantage or cause a loss
- conceal defects or fabricate any evidence regardless of the potential impact
- falsify documents, records, or studies for either our, or our clients gain

8. Conflicts of Interest

“We will always declare situations in which our personal or commercial interests could lead to a conflict of interest as soon as we become aware of them. Once aware we will manage them in an appropriate manner to ensure no conflicts occur” and appraise the client if they cant be.

What does it mean?

Conflict of Interest - when two different interests (personal, financial, or business) are in competition with each other. If not declared or managed, they may compromise or appear to compromise our judgments.

We always:

- report any conflicts of interest or perceived conflicts of interest in the register as soon as we become aware of them

- abstain from any decision-making process where our motives, loyalty or independence could be questioned
- inform Taziker if a close relative holds a position of influence within a supplier, customer, or competitor
- seek approval before accepting any outside employment, advisory position, or directorship

We never:

- use our position within Taziker for personal gain, or to benefit family or friends
- invest in supplier, customer or competing companies if the investment might influence decisions, we make on behalf of Taziker

9. Gifts & Hospitality

“We will ensure any gifts and or hospitality are appropriate and reasonable and aren’t applied to potentially improperly influence a decision. We will never offer or accept anything either as individuals or as a business that could be perceived as an attempt to create a sense of obligation or potentially otherwise inappropriately influence a business decision.”

What does it mean?

Hospitality includes invitations to social functions, sporting events, meals, and entertainment. Gifts can vary in type and are generally low value or a customary token of appreciation. In principle, there is nothing wrong with genuine relationship building gifts or hospitality. We will not accept anyone trying to influence or pressurise us or others, by offering things that may create a sense of obligation or that could be misconstrued or misrepresented as such. Neither do we want you to be influenced or pressurised through the acceptance of inappropriate gifts or hospitality.

We always:

- comply with the limits in our policy and record gifts and hospitality given and received in the register.
- Endeavour to keep hospitality to industry and charity events where there is an open and auditable exchange of industry related interests
- Ensure our employees are aware that the offering and receiving of gifts and hospitality should be measured and appropriate in their activity
- exercise care when offering any gift or hospitality to a public official to ensure it is registered, openly acknowledged and appropriate to the occasion.
- make sure any gifts or hospitality we offer or receive are legal, customary, and reasonable in terms of value and frequency

We never:

- offer or accept gifts or hospitality if we think they might impair objective judgement, improperly influence a decision, or create a sense of obligation, or if there's a risk they could be misconstrued or misinterpreted by others
- make direct or indirect contributions to political parties, causes or candidates
- offer or accept any gift or hospitality which is offered for something in return ("quid pro quo")
- offer or accept any gifts of cash or cash equivalents (e.g. investment securities or cheques)
- offer or accept any hospitality of an inappropriate nature or which does not comply with our commitment to respecting the individual or which might damage our reputation
- ask for gifts or hospitality from third parties

10. Competition and anti-trust laws

"We welcome fair, open and honest competition and refuse to engage in practices aimed at achieving an unfair competitive advantage"

What does it mean?

We want to work in marketplaces that are fair, open, and honest, and want our competitors, customers, and suppliers to know this is how we will always behave. We want to work with strong suppliers and partners who succeed on the merits of their service offering and not those resorting to unfair tactics to gain improper advantage, such as through operating a cartel.

We always:

- ensure that any agreement with joint venture partners does not raise competition concerns
- consider competition law when dealing with our competitors, as any agreement with them could have the effect of distorting the market. Keep sensitive commercial information such as prices confidential
- report any suspicions or allegations of possible anti-competitive behaviour
- leave a business meeting if a competitor is present and sensitive competition issues such as pricing arise

We never:

- engage in or condone bid rigging or cartel related activities
- make agreements (tacit or otherwise) with competitors to fix prices, bids, or contracts
- agree with competitors to share or not to compete in particular markets or for particular customers
- attempt to drive a competitor out of the market by pricing below cost

11. Sanctions, trade, and import/export controls

“We will always trade lawfully and properly at all times, complying with all import/export licensing requirements and any embargoes or sanctions on individuals or countries”

What does it mean?

There are several bodies who implement sanction regimes such as government bodies like the Office of Financial Sanctions in the UK, Security Council of the United Nations, and European Union. These can be embargoes against countries or specific territories or targeted against specific businesses or individuals.

Export controls are intended to control the sale, shipment, transfer or disclosure of information, software, goods, and services.

We always:

- comply with all relevant local and international laws relating to the movement of goods and services
- obtain all necessary licences to import and export goods
- undertake due diligence on suppliers and clients so that we know who we are dealing with and can check against sanctions watchlists
- provide accurate and truthful information to customs authorities
- make sure all duties, levies and taxes are paid
- ensure our goods reach their intended destination

We never:

- import prohibited goods
- import restricted goods into a country without declaring them
- engage in restrictive trade practices or comply with illegal or unofficial restrictive trade practices

12. Diversity & Inclusion

“Taziker is committed to building a more diverse workforce and ensuring we have a fully inclusive culture”

What does it mean?

We all should feel we are going to work in a place where we are accepted, understood, and valued. It is important that we also ensure others feel like they are in a place where they are accepted, understood, and valued.

We always:

- make employment decisions on the basis of capability and suitability
- speak up when we see unfair and non-inclusive practices
- encourage different opinions and welcome challenges to our ideas
- treat innovation and excellence as a team sport, where everyone gets to play

- allow everyone the opportunity to contribute and develop, regardless of their identity
- work with like-minded clients on projects that shape the future for a more inclusive industry
- actively strive to find ways to encourage a more diverse workforce

We never:

- let assumptions about others inhibit our decision-making or limit our ability to empower our people to succeed
- allow women to face the barriers that have endured in what remains a male-dominated industry
- discriminate on the basis of race, colour creed or gender

13. Harassment, bullying & discrimination

“We are committed to providing a working environment which is free from harassment, bullying and discrimination”

What do we mean?

Everyone should feel respected and be allowed to flourish equally without fear or favour. We do not tolerate behaviour or attitudes that support coercion, intimidation, or discrimination.

We always:

- speak up and do something about harassment, bullying or discrimination
- take complaints of harassment and bullying seriously and take appropriate action
- encourage, protect, and support those who raise a concern, challenge or report such behaviour

We never:

- accept harassment or bullying behaviour or attempt to justify it as humour
- threaten a colleague, supplier, customer or other third party with physical violence
- engage in or accept harassment of a sexual nature
- allow retaliation or victimisation of an employee who raises a complaint in good faith or who participates in an investigation

14. Human Rights & Modern Slavery

“We respect, uphold and protect the human rights of all those who work with and for us, ensuring they are able to work freely and receive fair pay in return”

What do we mean?

We don't want to exploit anyone in our direct or indirect employment. We support the principles set out in the United Nations Universal Declaration of Human Rights and the Modern Slavery Act 2015 and expect our suppliers and supply chain to do the same.

We always:

- create safe working environments for all
- protect the rights of all workers, including migrant workers
- comply with minimum wage and minimum age requirements
- adhere to regulations regarding maximum working hours
- listen when legitimate concerns are raised, and whenever possible take appropriate action to address them
- ensure adequate welfare facilities are available

We never:

- tolerate the use of forced, debt-bonded, indentured or trafficked labour
- exploit anyone or allow anyone to be exploited in our name
- do business with any individual, or organisation that does not support basic human rights
- influence an employee's decision to join or not to join a trade union

15. Health & Safety

"Nothing is more important than the health, safety and wellbeing of everyone who works for or with us"

What do we mean?

Our approach to safety starts with risk reduction through thoughtful design, innovative products and processes because health is safety.

We always:

- Lead by example and not walk by
- Create a safe working environment for all and protect the safety, health, and mental wellbeing of everyone involved in our operations
- focus our attention on normal work and why it goes well, learning from success
- recognise that work very seldom goes to plan and it is our innovation and skills that conclude works safely
- seek the knowledge of those with the skills and experience to undertake activities when planning and preparing works
- foster trust through engagement and empowerment, listen to and consider everyone's views before starting work demonstrating a positive commitment to safety and facilitating others to do the same.

We never:

- prioritise other objectives over health and safety
- accept the view that construction is inherently dangerous which means that it is acceptable to expose people to high levels of risk
- dismiss the views of supervisors and the workforce in preparing for work
- ignore unsafe behaviours or conditions

16. Drugs & Alcohol

“Effective management of drug and alcohol misuse by our workforce, partners and supply chain is required to enable us to achieve a future free from incident and injury”

What does it mean?

We have a strict policy on the use of drugs and alcohol and have control measures in place to prevent, as far as is reasonably possible, individuals from working or entering our premises whilst under the influence of drugs, alcohol and consuming these at work.

We always:

- Present ourselves fit for work
- Check all medications and seek clarification from medical practitioners, and where advised, notify management about any impacts on health, safety and wellbeing at work and the ability to safely operate plant and equipment, and the risk
- Take suitable action against anyone testing positive for alcohol or drugs

We never:

- consume alcohol or drugs that impair our ability to work safely while undertaking work activities
- ignore signs of a colleague/supplier appearing to be under the influence while undertaking their work duties

17. Privacy & Data Protection

“We comply with all data protection laws and respect and protect everyone’s privacy”

What do we mean?

Data protection and privacy laws regulate the collection, storage, disposal, use and disclosure of personal information.

We always:

- Protect personal information and keep it confidential and secure
- Use it only in ways individuals would reasonably expect and let them know what we intend to use it for and the people we may share it with.
- Make sure it’s only shared with people who have a legitimate need to know or with the consent of those whose information we hold
- Report any loss of personal information
- Ensure personal information is securely deleted or destroyed when it is no longer required

We never:

- Check references for job applicants without first obtaining consent
- Use or support databases of “blacklisted” people or supply information to such databases

- Transfer personal information outside its country of origin or give other third parties access to it without ensuring that the transfer is permitted under data protection laws