PURPOSE

To set the standards expected of all persons working with Ergon Energy and to provide information to assist in the understanding of the ethical values and the personal standards of behaviour expected.

POLICY STATEMENT

It is a fundamental principle of Ergon Energy that all business affairs should be conducted legally, ethically and with strict observance of the highest standards of integrity and propriety. The Ergon Energy Code of Conduct is based on that principle.

Why a Code of Conduct?

These are the principles and standards on which Ergon Energy’s reputation will be based and adherence to these principles is fundamental to building a partnership of trust between Ergon Energy and its stakeholders.

Application

To everyone working with Ergon Energy, from the Chief Executive Officer through all levels in the organisation, from the longest serving to the newest employee, we are all equal when it comes to observing this Code. If you are unsure of any particular aspect of the Code, you should discuss this with your manager.

This policy applies to Ergon Energy, its wholly owned subsidiaries, officers and employees.

What if the Code is Breached?

The Ergon Energy Code of Conduct is binding on everyone, and so it is expected that we all know the standards. It sets down standards of behaviour that, if not observed, may attract a penalty, and while it is sincerely hoped that there will be no breaches, penalties range from counselling to dismissal. In addition, in relevant cases Ergon Energy has an obligation under EP36. Fraud and Misconduct Policy to notify appropriate authorities such as the Crime and Misconduct Commission.

If you believe that another person is breaching the Ergon Energy Code of Conduct, you are encouraged to notify this to Ergon Energy.

Reports can be made in the most suitable way – such as to line management ie. Direct Supervisor, Workgroup Manager or Level 1 Manager, Chief Executive, Human Resources or Internal Audit or via the dedicated phone number or email (FairCall Service - telephone: 1800 500 965). Callers to the FairCall Service may remain totally anonymous if they wish.

Once notified, all matters should be kept confidential by the persons involved, including any complainant, except as required or authorised by law or to enforce legal rights. Ergon Energy does not tolerate victimisation or reprisals against persons who report suspected breach of this policy.

IMPLEMENTATION

Activities covered by the Employees’ Code of Conduct Policy are detailed in Reference GC000100R103. Employees’ Code of Conduct Standards and this should be read in conjunction with the other policies and procedures referred to in that document.

REFERENCES

EP36. Fraud and Official Misconduct (Policy)
GC000100R103. Employee Code of Conduct Standards (Reference)
EP06. HR - Employees’ Out Of Hours Conduct (Policy)

DEFINITIONS

Level 1 Manager is a direct report to the Chief Executive

ENFORCEMENT

Ergon Energy will not tolerate breaches of the Employees’ Code of Conduct Policy and Employees’ Code of Conduct Standards Procedure and will apply management action taking into account the culpability of conduct in issue.

CATEGORY

Governance