

## **5. CORPORATE CODE OF CONDUCT**

### **Introduction**

Anteo Diagnostics Limited (“Company”) aims to ensure that its Directors, employees and contractors are aware of the standards of ethical behaviour required of each of them either singularly or as a group. The Corporate Code of Conduct (“Code”) is the most important document issued by the Company. All personnel should understand and comply with the Code, which applies to Directors, employees and contractors. The Board and Executive management believe that integrity is an important quality and one, which, by improving the Company’s reputation, gives advantages to employees, contractors and shareholders.

The Code outlines behaviour expected of all personnel, and encourages asking “What is the right thing to do?” The Code is based on shared values and on behaviour that is intended to help corporate activity.

### **Corporate Code of Conduct**

The Code has five central principles:

- . **Treat others with respect**
- . **Respect the law**
- . **Fairness and honesty in all dealings**
- . **Use Company’s property responsibly**
- . **Personal accountability for actions and their consequences**

All stakeholders in the Company care about how the Company gets results. The Code provides a guide for the way the Company does business to get those results.

Each Director, employee and contractor should apply these code principles to their relationships with each other, their employer and everyone they deal with in their work for the Company.

In representing the Company the minimum standards are as follows:

#### **1. Treat others with respect**

Others are treated with respect and dignity by:

- . **Maintaining a safe and fair work environment;**
- . **Treating everyone with respect, regardless of their role or individual differences;**
- . **Valuing colleagues and their personal commitment to delivering quality products and services;**
- . **Encouraging cooperation and personal development in all who work with the Company;**
- . **Understanding and responding to the needs of customers and other stakeholders.**

#### **2. Respect the law**

Personnel respect the law and act accordingly by:

- . **Abiding by the laws, customs and lawful business practices of countries in which the Company operates, without compromising our Corporate Code of Conduct;**
- . **Notifying a manager or supervisor immediately of any potential or possible breach of laws or unethical behaviour;**
- . **Maintaining approaches that preserve the integrity of any laws under which the Company operates.**

### 3. Fairness and honesty

Personnel are fair and honest in dealings by:

- . **Acting fairly and honestly at all times;**
- . **Not using coercive or misleading practices or falsifying or wrongfully withholding information;**
- . **Not placing ourselves in situations where our private interests could conflict, directly or indirectly, with our obligations to the Company;**
- . **Not accepting benefits such as gifts or entertainment that could create an obligation or sense of indebtedness;**
- . **Not acting in ways that may cause others to question our commitment to the Company.**

### 4. Use Company property responsibly

The Company's property is used responsibly by:

- . **Not using the Company's funds to provide unreasonable benefits such as gifts or entertainment for ourselves or others;**
- . **Only using the Company's property, such as equipment or stores, for Company business;**
- . **Not disclosing confidential information without authorisation;**

### 5. Personal accountability for actions and their consequences

Personnel are accountable for their actions and the consequences by:

- . **Taking personal responsibility for all issues over which the person has control and for the manner in which these are achieved;**
- . **Maintaining a system for recording, investigating and responding to any unethical practices, compliance breaches or complaints including those received from regulatory authorities, auditors or employees, in a fair and unbiased fashion.**

**Any employee who has any queries, concerns or suggestions about matters covered by the Code should speak to their manager or another member of management for guidance and assistance.**

**Any employee who becomes aware of or suspects any breach of any law should alert the Company Secretary. The identity of any employee reporting such conduct will be kept confidential insofar as is permitted by law and the Company will act fairly and in good faith towards any employee reporting such conduct.**