



# EVZ LIMITED CODE OF CONDUCT

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## 1. Introduction and Purpose

EVZ Limited (EVZ) is committed to delivering strong returns and shareholder value whilst also promoting shareholder, customer, employee, and supplier behaviour which promotes general market confidence in EVZ.

To this end, EVZ has established a Code of Conduct which is designed to ensure that:

- o high standards of corporate and individual behaviour are observed by all directors, senior executives, employees, and consultants in the context of their engagement.
- o Senior executives and other employees are aware of their responsibilities to EVZ under their contract of employment and always act in an ethical and professional manner.
- o consultants are aware of their responsibilities to EVZ under their contract and always act in an ethical and professional manner.

The Code of Conduct requires directors, senior executives, employees, and consultants to, among other things:

- o avoid conflicts of interest between their personal interests and those of EVZ and its clients.
- o not use knowledge gained during their engagement for personal gain or allow that knowledge to be used by others prior to its public release.
- o comply with EVZ's share trading policy, and all other applicable policies.

In addition to the Code of Conduct, the Board Charter requires that all directors conduct their duties at the highest level of honesty and integrity, observe the rule and the spirit of the law, comply with any relevant ethical and technical standards, do not make improper use of any confidential information, and set a high standard of fairness, diligence, and competency in their position as a director.

The Code of Conduct requires directors, senior executives, employees, and consultants to report any actual or potential breach of the law, the Code of Conduct or other company policies.

EVZ promotes and encourages ethical behaviour and provides protection for those who report violations.

## 2. Who Does the Code of Conduct Apply to?

EVZ's Code of Conduct applies standards for appropriate ethical and professional behaviour for all directors, senior executives, employees, and consultants working for EVZ or any subsidiary company of EVZ's. It sets out the fundamental values, which form the basis of, and underpin all EVZ's business relationships.

### **3. Mandatory Compliance**

Compliance with the Code of Conduct is mandatory.

Employees should contact their respective manager if they have further questions on these or other issues not covered.

The following describes EVZ's policy in appropriate areas.

### **4. Compliance with the Law**

Directors, senior executives, employees, and consultants are expected to comply with the laws and regulations of the country in which they operate.

### **5. Protection of EVZ's Interests**

Directors, senior executives, employees, and consultants shall at all times conduct themselves with honesty and integrity. They must avoid actions that compromise EVZ's legitimate interests or objectives.

### **6. Conflict of Interest**

Directors, senior executives, employees, and consultants shall advise their manager of any private interest in an organisation or business, which may result in a conflict of interest.

### **7. Occupational Health and Safety**

EVZ is firmly committed to the safety of its directors, senior executives, employees, and consultants and promotes safety as a core value in the workplace.

### **8. Equal Opportunity**

EVZ is firmly committed to equal opportunity. Discrimination on the basis of attributes including race, colour, sex, age, marital status, religious belief or activity, industrial activity, family responsibilities parenthood and breast feeding, age, sexual preference, political opinion or activity, national extraction, social origin, physical or mental disability, status as a carer and pregnancy is unlawful.

### **9. Bullying**

Bullying will not be tolerated. Bullying can be defined as behaviour that a reasonable person, having regard to all the circumstances, would expect to humiliate, intimidate, undermine or threaten another person.

### **10. Use of Knowledge and Information**

Directors, senior executives, employees, and consultants shall not make improper use of knowledge, information, documents, or other company resources. Employees must respect the confidentiality and observe the privacy of information about EVZ, its customers and fellow employees. The security and proper use of customer and company information is mandatory.

No employee shall use confidential information or information about EVZ that is not publicly available (inside information) for their own private gain, or that of others.

Shares in EVZ or any other organisation, to which the information refers, cannot be bought or sold by anyone who holds confidential or inside information which could affect EVZ's share price, or the other organisations share price, until that information is made public.

EVZ has a share trading policy which must be adhered to. A copy of this policy is available on the company website: <http://www.evz.com.au>

The obligation not to misuse confidential or inside information and to respect the privacy of information will continue after employment has ceased.

#### **11. Stealing or Misappropriation**

Directors, senior executives, employees, and consultants shall not misuse EVZ's funds or property, nor assist others to do so.

#### **12. Gifts and Entertainment**

Directors, senior executives, employees, and consultants must not seek, offer, or accept any payments, gifts, benefits or entertainment beyond that which is considered as normal and legitimate business practice. If a gift is offered to a director, consultant or employee and that gift may be construed by others as being inappropriate, the offer of the gift must be reported immediately to management.

It is important, however, to assess the value of the gift having regard to local customs and traditions.

EVZ has an Anti-Bribery and Corruption policy which must be adhered to. A copy of this policy is available on the company website: <http://www.evz.com.au>

#### **13. Expediting or Service Arrangements**

Expediting fees, service fees, travel and accommodation costs and compensation payments shall only be paid where this is the provision of a normal routine service, and such payment is part of the contractual arrangement. No additional fees or services must be made or offered which is not part of normal business dealings.

#### 14. Professional Behaviour

All Directors, senior executives, employees, and consultants are required to maintain the highest levels of professional conduct in their interactions with each other and in representing EVZ in the community in which they operate. Business relationships must be maintained in a manner, which is consistent with the principles of respect for others, integrity, and fairness and which meet, as a minimum, the laws applicable to behaviour in the work environment.

All forms of discrimination and harassment, including discrimination by sex or religion and bullying are prohibited.

EVZ is committed to equal opportunity, privacy of information, personal rights, and freedom, in all aspects of its operations.

Directors, senior executives, employees, and consultants must be mindful of the ramifications of their actions.

Directors, senior executives, employees, and consultants shall be aware of the local culture and behave accordingly.

#### 15. Compliance with Code of Conduct

Compliance with the Code of Conduct is mandatory.

EVZ is committed to ensuring EVZ’s directors, senior executives, employees, and consultants can raise concerns regarding illegal conduct, malpractice, or breach of policy in good faith without being subjected to victimisation, harassment, or discriminatory treatment, and to have such concerns properly investigated.

Breaches of the Code of Conduct may be reported to the EVZ via the EVZ Whistle Blower program. A copy of the whistle blower policy is available on the company website: <http://www.evz.com.au>

All reports will be dealt with in the strictest of confidence

Version	Date Amended / Released	Amendments
1.0	12 December 2019	Initial Version
1.1	1 September 2022	Reformat

