

## **CODE OF ETHICS**

## **Purpose**

This Code of Ethics is designed to outline the standard of behaviour expected by employees of Complete Business Solutions Australia (CBSA).

## Code

- CBSA staff are expected to adhere to the following values:
  - Be inclusive: ensure that all internal and external customers are treated the same.
  - Be honest: ensure that you are honest with internal and external customers in all business representations.
  - Be accountable: deliver what you promise.
  - Be sustainable: apply sustainability in all work activities you undertake.
  - Be professional: ensure that you act with integrity at all times.

## **Document Control**

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