



CODE OF ETHICS

Last Updated February 2018

Employees of Reid Print PTY LTD agree to abide by this Code Of Ethics at all times. We must use our own professional judgement as there is no single set of rules that could cover all of our responsibilities and variety of situations, so therefor our Code of Ethics is to be used as a guide when difficulties arise.

Honesty and Integrity

I will always act with honour and truthfulness. If conflicts of interest arise I will declare and seek a resolution as quickly as possible while always supporting the interests of our customers above ourselves.

Quality

I will maintain a high level of quality in the products I produce, the services I provide, my daily tasks, my health, my safety and my working environment.

Fair Treatment

I will treat other staff and customers fairly and will not discriminate against age, gender, religion, race or sexual orientation.

Privacy

I will respect the confidentiality of our customers information and acknowledge statutory laws governing data privacy.

Communication

I will keep staff and customers regularly informed with matters that may affect them. Such as deadlines, stock availability and any quality issues that may arise.

Education

I will continue to enhance my knowledge and personal development in relation to our industry.