Portstar Machinery Code of Conduct and Ethics

1. Introduction

Portstar Machinery is committed to conducting business with integrity, honesty, and respect for all individuals and stakeholders. Our Code of Conduct and Ethics outlines the principles and standards of behaviour that guide our actions and decisions as employees and representatives of the company.

2. Compliance with Laws and Regulations

All employees of Portstar Machinery are expected to comply with all applicable laws, regulations, and company policies in the countries and jurisdictions where we operate. This includes but is not limited to laws related to employment, health and safety, environmental protection, and anti-corruption.

3. Integrity and Honesty

We conduct ourselves with integrity and honesty in all aspects of our work. This includes:

- Being truthful and transparent in our communications and dealings.
- Avoiding conflicts of interest and disclosing any personal, financial, or professional relationships that may influence our decisions or actions.
- Protecting the confidentiality of company information and customer data.

4. Respect and Fair Treatment

We treat all individuals with respect, fairness, and dignity, regardless of their race, gender, age, religion, sexual orientation, disability, or other characteristic. We do not tolerate discrimination, harassment, or any form of disrespectful behaviour in the workplace.

5. Professionalism and Excellence

We strive for excellence in everything we do and professionally conduct ourselves at all times. This includes:

- Maintaining a high standard of quality in our products, services, and interactions with customers and stakeholders.
- Continuously seeking opportunities for learning, growth, and improvement.
- Respecting the rights and intellectual property of others.

6. Conflict Resolution

We are committed to resolving conflicts and disputes in a constructive and respectful manner. This includes:

- Communicating openly and honestly to address issues and concerns.
- Seeking mediation or arbitration when necessary to reach a fair and mutually acceptable resolution.

- Refraining from engaging in or escalating conflicts that may harm relationships or the reputation of the company.

7. Environmental and Social Responsibility

Portstar Machinery recognizes its responsibility to minimize its environmental impact and contribute positively to the communities in which we operate. This includes:

- Implementing environmentally sustainable practices and reducing waste and emissions.
- Supporting community initiatives and charitable organisations through volunteering and donations.
- Respecting the rights and well-being of local communities and indigenous peoples affected by our operations.

8. Reporting Violations

Employees who suspect or become aware of violations of this Code of Conduct and Ethics are encouraged to report them promptly to their supervisor, Human Resources, or another appropriate manager. Portstar Machinery will investigate all reports of misconduct and take appropriate corrective action as necessary.

9. Conclusion

Portstar Machinery is committed to upholding the highest standards of ethical conduct and integrity in all aspects of our business. By adhering to the principles outlined in this Code of Conduct and Ethics, we contribute to a positive work environment and build trust with our customers, partners, and communities.