



# the trg group

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## **STANDARDS OF BUSINESS CONDUCT AND ETHICS AND CONFLICT OF INTEREST**

We support and respect the protection of human rights and strive to ensure that our business partners and suppliers do the same.

We recognise the right of employees and we do not discriminate on the basis of race, religion, gender, age, sexual orientation, gender identity or expression, disability or any other protected characteristic.

We embrace the diversity of all members of our staff.

We maintain a safe and secure work environment and comply with health and safety legislation.

We promote and provide a harassment-free environment and do not behave in a disrespectful, hostile, violent, intimidating, threatening, or harassing manner.

We refuse to accept or tolerate harassment in any form.

We provide transparency in all our business dealings. We protect the personal information of current and former employees, customers, job applicants, online users, business partners, and suppliers. We obtain and use personal information solely for legitimate business purposes and only if there is a legitimate need to know.

We treat all people inside and outside the company with fairness, dignity, and respect.

We maintain accurate business records that accurately reflect the truth of the underlying transaction or event.

We avoid conflicts of interest and make decisions in the best interest of TRG.

We provide quality services and only promise what we can deliver.

We market responsibly and represent our products and services fairly, accurately, and truthfully and do not create misleading impressions in any advertising, marketing, or sales materials or presentations.



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## **STANDARDS OF BUSINESS CONDUCT AND ETHICS AND CONFLICT OF INTEREST** *continued*

### **Our Shared Values**

- 1 We put our customers first in everything we do.
- 2 We work together to create a culture of inclusion built on trust, respect, and dignity for all.
- 3 We strive for excellence in all we do; each person's contribution is critical to our success.
- 4 We effectively collaborate, always looking for more efficient ways to serve our customers.
- 5 We are open, honest, and direct in all of our dealings.

### **We Aim to Achieve**

- 1 Customer respect and loyalty by consistently providing the highest quality and value.
- 2 Sufficient profit to finance growth, create jobs and achieve our other corporate objectives.

### **Our Commitment to Our Employees**

- 1 We demonstrate our commitment to employees by promoting and rewarding them based on performance and by creating a work environment that reflects our values.

Owned by Trevor Gilbert. Tel 01473 288018 Email: [tgilbert@thetrngroup.co.uk](mailto:tgilbert@thetrngroup.co.uk)

