

1. Introduction

Ambition aims to maintain a high standard of ethical business behaviour in our dealings with clients and candidates, our suppliers, and with each other. This Code of Conduct sets the standards of behaviour expected of all our employees.

2. Our Values

Our values determine how we interact with our colleagues, clients, candidates and suppliers. Our values are:

- Passion
- Integrity
- Camaraderie/Teamwork
- Dedication
- Quality

3. Compliance with the Law

Ambition operates within a legal framework, and we have an obligation not to breach the laws of the country in which we are working. If we become aware of a breach of the law (or potential breach), this must be reported to the Company Secretary. We may seek advice from the Company Secretary if we are unsure of the laws relating to our work practices and environment.

4. Honesty and integrity

We will at all times act with honesty and integrity towards our fellow workers, our clients and candidates, and other businesses and people with whom we interact.

5. Proper use of position and resources

We shall not make improper use of information or seek improper advantage through our position with Ambition.

6. Privacy & Confidentiality

In the course of our duties we may learn confidential information about Ambition, our clients and candidates, or our suppliers. We must not disclose confidential information without the permission of the owner of that information.

We shall at all times comply with company policies relating to the collection, use and disclosure of personal information in relation to our candidates.

7. Valuing people

We will treat all our employees equally. We will not engage in or permit unlawful discrimination or harassment in our workplace.

8. Conflicts of interest

There may be times when our personal interests conflict with those of Ambition, and this can affect our ability to make decisions impartially. In these circumstances we must take action to remove or manage the conflict. Where we have any doubts, these must be referred to our Chief Executive Officer.

9. Service quality

It is our aim to deliver a service to our candidates and clients that is of the highest quality. We will embrace policies, procedures and processes of continuous improvement to consistently achieve this goal.

10. Gifts

The offering and receiving of gifts is accepted in appropriate circumstances. We will not request gifts from any person or business that deals with Ambition. We will not accept or offer gifts with a value of more than \$250 without the prior approval of our Chief Executive Officer.

11. Political donations

Ambition does not make donations to political parties.

12. Insider trading

If we have information about a company that is not in the public domain and is price sensitive, then we may not trade in that company's securities or pass the information onto another person.

13. Compliance with this Code of Conduct

Ambition is committed to promoting and maintaining the ethical standards set down on our Code of Conduct. We encourage all employees to report promptly in good faith any serious violation of this Code. All reports will be investigated and appropriate action taken.