

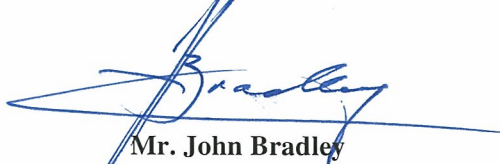
## Business Ethics Policy

### A summary for staff, suppliers and service providers 2009

Hardman Chemicals has set itself ethical standards of accountability, value for money and fair dealing. All aspects of the business and its operations must be conducted in a fair, honest, safe and environmentally responsible manner.

In assessing courses of action for Hardman Chemicals' operations, staff must ask *'what's the right thing to do?'* A reasonable test is whether a proposed action is fair to all concerned. The following summary is provided as a guide for staff, suppliers and service providers.

- Promote fair and open competition among suppliers and service providers and seek to deliver value for money for our customers.
- Behave honestly, safely and in an environmentally responsible manner.
- Be respectful, honest and fair in your dealings with customers, staff, suppliers and service providers.
- Do not offer, solicit or accept gifts, benefits or inducements.
- Maintain confidentiality over private and sensitive information as well as Hardman Chemicals' intellectual property and that of our customers.
- Take timely steps to avoid and disclose conflicts of interest in any dealings with or on behalf of Hardman Chemicals.
- Deliver quality in meeting Hardman Chemicals', customer and community needs.
- Safeguard and do not misuse Hardman Chemicals' assets and resources.
- Keep appropriate records.
- Ensure legislation, government and Hardman Chemicals' policies, procedures and requirements are met.
- Follow lawful and reasonable instructions.
- Report any instance of suspected corrupt conduct, maladministration or serious and substantial waste to Hardman Chemicals management or the appropriate authority.



**Mr. John Bradley**  
Managing Director

For further information on business ethics, or if you wish to confidentially discuss any issues relating to suspect corrupt conduct, maladministration or serious and substantial waste concerning Hardman Chemicals, please phone (02) 9624 1333.