

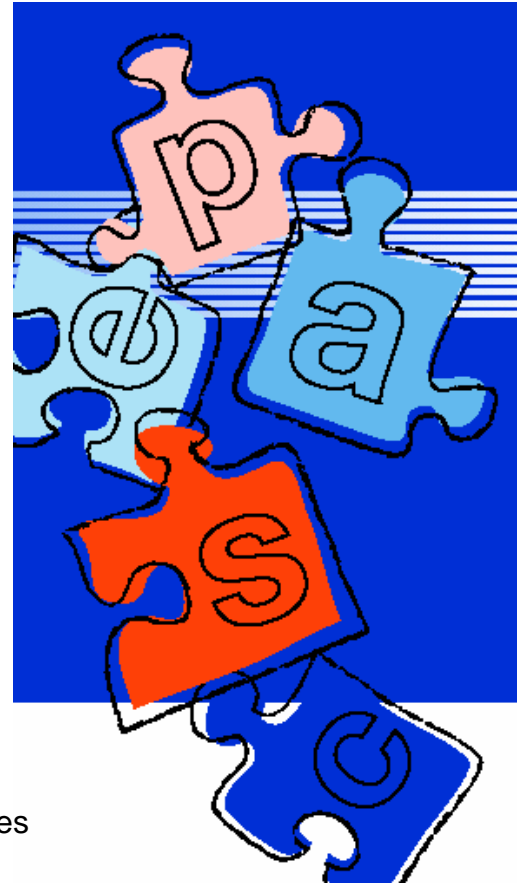


**Tarong Energy Corporation Limited**  
**Corporate Values and Code of Ethics**

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# Our Values



## **Safety** *we live safely and protect value*

- I actively seek opportunities to promote health & safety
- I take precautions to protect other people, assets and the environment
- I identify and deal with hazards promptly
- I understand and implement the HS&E plan

## **Performance** *we make a lasting difference*

- I set out to get it right first time and I learn from my experiences
- I achieve all agreed targets and aim to constantly improve
- I always try to deliver something 'special'
- I take into account the broader impact of what I do over the longer term

## **Accountability** *we assume responsibility*

- I understand and meet my commitments
- I show dedication to get the job done even when it is difficult
- I accept responsibility for my decisions and deal with difficult issues

## **Cooperation** *we utilise teams*

- I show appreciation for others help and assistance
- I provide help and assistance to others and request it when I need it
- I openly communicate with others and show interest in what others are doing
- I celebrate successes and reflect on failures together

## **Ethics** *we do the right thing, always*

- I treat others with respect and dignity
- I actively listen and seek to understand others views
- I give constructive feedback and honest answers
- I give praise to others where it is due

## CORPORATE CODE OF ETHICS

**HOW TO USE THIS CODE** At Tarong Energy Corporation Limited (**Tarong Energy**), we maintain the highest standards of corporate behaviour. We believe that it is important for us to set out our expectations about how our people should behave.

This Code clarifies standards of corporate behaviour for our people in:

- Policies which provide a statement of our general expectations; and
- Procedures which provide specific detail of behavior and processes to be followed.

### APPLICATION

This Code applies to Tarong Energy's Directors and employees, and to all contractors working at Tarong Energy (**our people**). Sometimes, some parts of Policies apply to a smaller group of people.

Everyone is responsible for making sure they follow this Code. The Policies set out who they apply to and what everyone is responsible for.

### POLICIES

Our Policies are an important part of this Code. They set out our expectations of our people who wish to work at Tarong Energy. Our people are committed to doing the right thing by complying with the Policies which deal with the following 5 principles:

#### 1. Ethical behaviour

Our people always act honestly and with integrity. For us, integrity means doing the right thing and behaving properly even if no one were to know that we had done the wrong thing or acted improperly.

Our people will not engage in misleading and deceptive conduct, including unacceptable tendering practices, and falsifying or wrongly withholding information.

Our people will use Tarong Energy funds and equipment only for Tarong Energy business purposes and not for our personal benefit.

*How do we make sure it is done?*

Our people follow our [Ethical Behaviour Policy](#) which is a part of this Code.

#### 2. Fair Treatment

Our people treat everyone and the community with dignity and respect by:

- recognising our role in the community (including meeting environmental laws and standards);
- having a safe and healthy work environment;
- not discriminating against anyone on the basis of age, sex, race, nationality; religion, political opinion or personal characteristics; and
- accepting responsibility for our actions.

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*How do we make sure it is done?*

Our people follow our [Fair Treatment Policy](#) which is a part of this Code.

### **3. Conflict of interest**

Our people will try to avoid situations which result in conflicts of interest which arise:

- when our people's private interests conflict with their obligations to Tarong Energy; or
- when we receive benefits from someone doing or seeking to do business with Tarong Energy and which is not in the best interests of Tarong Energy.

*How do we make sure it is done?*

Our people follow our [Conflict of Interests Policy](#) and our [Gifts and Benefits Policy](#) which are part of this Code.

### **4. Confidential Information**

Our people will not disclose confidential information without authority and will not misuse it for their own benefit.

*How do we make sure it is done?*

Our people follow our [Confidential Information Policy](#) and our [Securities Trading Policy](#) which are part of this Code.

### **5. Comply with the law**

Our people comply with the law. We are committed to training our people on all relevant laws, codes, guidelines and standards so that they understand them and comply with them.

Our people will ensure that we comply with all of the obligations of Tarong Energy as a Queensland government owned corporation (**GOC**) and as a corporation generally under all legislation, codes and guidelines that relate to us.

*How do we make sure it is done?*

Our people follow all our Policies and, in particular, the [GOC Corporate Responsibility Policy](#), Compliance Policy and our [Securities Trading Policy](#) which are part of this Code.

## **BREACH**

We take very seriously any failure to comply with this Code. A number of consequences may flow from a breach, including, in serious matters, termination of employment or contract.

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## ETHICAL BEHAVIOUR POLICY

### 1. Purpose of this policy

This Ethical Behaviour Policy (policy) sets out our expectations about the manner in which our people behave.

We want to ensure that you understand our expectations about how our people behave at Tarong Energy.

### 2. Who this policy applies to

This policy must be followed by Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

### 3. Policy statement

We are committed to ensuring we conduct the activities of Tarong Energy with impartiality, openness, integrity and professionalism.

Through our people, we will comply with all legislation, codes and guidelines concerning ethical behaviour that relate to Tarong Energy.

If a complaint is made or a concern is raised about how someone is conducting themselves, the [Ethical Behaviour Procedure](#) and the [Whistleblowers Protection Procedure](#) (procedures) and 2 must be followed.

These Procedures provides details of ethical behaviour. For example, while carrying out your responsibilities for Tarong Energy, we expect our people to:

- (a) act with impartiality and integrity;
- (b) not engage in any misleading or deceptive conduct;
- (c) not make improper use of information obtained as part of your duties;
- (d) not use information you have obtained as part of your duties to gain a benefit for you or someone else;
- (e) use open and accountable procurement methods;
- (f) not misuse our equipment, including computers, telephones and software.

To help you follow this policy we will:

- (a) train you about this policy, the procedure and your obligations under the relevant legislation, codes and guidelines;
- (b) maintain a procedure to set out what must be done if a concern is raised about how someone is conducting themselves or a breach of this policy is reported;
- (c) promote awareness of the policy;
- (d) provide adequate resources to manage and investigate concerns and reports of any breach of this policy; and

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- (e) encourage you to tell your supervisor or another person in charge if you notice anyone conducting themselves in a way which is not in line with this policy.

We will comply with the *Whistleblowers Protection Act 1994* (Qld). We encourage our people, including contractors, to report instances of misconduct or potential misconduct. We will ensure that whistleblowers are protected against reprisals.

#### 4. Responsibilities

All our people are responsible for making the Ethical Behaviour Policy work.

- *Everyone* must:
  - (a) comply with the policy and procedure;
  - (b) report breaches of the policy or procedure to your supervisor or another person in charge;
  - (c) comply with the relevant legislation, codes and guidelines; and
  - (d) notify their manager or supervisor if they do not understand any part of the policy or procedure.
- *Managers and Supervisors* must:
  - (a) make sure their staff know about the policy and procedure;
  - (b) monitor the workplace to make sure that everyone's conduct is in line with the policy;
  - (c) follow the procedure if a complaint is made or a concern is raised or if they become aware of inappropriate behaviour even if no complaint is made.
- *General Managers* must:
  - (a) ensure all our people are trained about the policy and procedure and the relevant legislation, codes and guidelines;
  - (b) give advice, assistance and encouragement about the Policy and Procedure; and
  - (c) ensure appropriate records are kept about every complaint or concern.
- *The Board* has ultimate accountability for the Ethical Behaviour Policy, Ethical Behaviour Procedure and the Whistleblowers Protection Procedure.

#### Examples

- A colleague tells a supplier that other suppliers are offering lower prices and that, to win the job, it must also lower its price. That information is not correct. You must inform your supervisor or Manager about the conduct.
- In your job, you obtain personal information about an employee of Tarong Energy. You must not disclose that information to any other person.

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## FAIR TREATMENT POLICY

### 1. Purpose of this policy

This Fair Treatment Policy (policy) sets out our expectations about the manner in which people are treated.

We want to ensure that you understand our expectations about how people are treated at Tarong Energy.

### 2. Who this policy applies to

This policy applies to how all Tarong Energy employees and visitors to our workplaces are treated.

This policy must be followed by Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

### 3. Policy statement

Everyone should be treated fairly and with respect. Everyone is entitled to feel safe and maintain their dignity.

We are committed to providing an environment free of discrimination and harassment. We will not tolerate intimidation, vilification or bullying.

Through our people, we will comply with all legislation, codes and guidelines concerning fair treatment that relate to Tarong Energy.

We aim to resolve any complaints or concerns promptly, professionally and confidentially while treating all parties fairly. If a complaint is made or a concern is raised about how someone is being treated, the [Fair Treatment Procedure](#) (procedure) must be followed.

To help you follow this policy, we will:

- (a) train you about this policy, the procedure and your obligations under the relevant legislation, codes and guidelines;
- (b) maintain the procedure to set out what must be done if a complaint is made or a concern is raised about how someone is being treated;
- (c) promote awareness of this policy;
- (d) provide adequate resources to manage and investigate complaints and concerns; and
- (e) encourage you to tell your supervisor or another person in charge if you notice anyone being unfairly treated.

### 4. Responsibilities

All our people are responsible for making this policy work.

- *Everyone* must:
  - (a) treat others fairly, with courtesy and respect;

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- (b) comply with the policy and procedure;
  - (c) report breaches of the policy or procedure to your supervisor or another person in charge;
  - (d) comply with the relevant legislation, codes and guidelines; and
  - (e) notify their manager or supervisor if they do not understand any part of the policy or procedure.
- *Managers and Supervisors* must:
    - (a) make sure their staff know about the policy and procedure;
    - (b) monitor the workplace to make sure that everyone's conduct is acceptable and in line with the policy;
    - (c) follow the procedure if a complaint is made or a concern is raised or if they become aware of inappropriate behaviour even if no complaint is made; and
    - (d) be a model of appropriate behaviour.
  - The *General Manager Human Resources* must:
    - (a) ensure all our people are trained about the policy, procedure and the relevant legislation, codes and guidelines;
    - (b) give advice, assistance and encouragement about the policy and procedure; and
    - (c) ensure appropriate records are kept about every complaint or concern.
  - *The Board* has ultimate accountability for the Fair Treatment Policy and Fair Treatment Procedure.

### Examples

- You witness a fellow employee being disrespectful towards a particular junior employee on a number of occasions. The junior employee does not want to make a complaint. You must speak to your supervisor about the matter so that the supervisor can investigate the matter and take appropriate action.
- You are interviewing people for a job. You have two candidates, both of equal merit. One candidate is a single mother who may require some parental leave. You must assess the candidates on their merits and fitness for the role and not take their personal situation into account in your decision.

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## CONFLICTS OF INTEREST POLICY

### 1. Purpose of this policy

This Conflicts of Interest Policy (policy) sets out our expectations about the way in which conflicts of interest will be addressed and managed at Tarong Energy.

We want to ensure that you understand our expectations about how conflicts of interest will be addressed and managed at Tarong Energy.

Under the *Corporations Act 2001* (Cth), directors of companies are required to declare any interests which may conflict with the interests of Tarong Energy, or may lead to a perception of conflict.

### 2. Who this policy applies to

This policy must be followed by Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

### 3. Policy statement

We are committed to:

- seeking to avoid any actual, potential or perceived conflicts of interest;
- identifying any actual, potential or perceived conflicts of interest; and
- where any actual, potential or perceived conflict of interest is identified, addressing and managing that conflict in an open and transparent manner.

You have a duty to Tarong Energy to disclose promptly any conflicts of interest you may have, especially if you are a director or officer of Tarong Energy, or where you are working on a commercially sensitive or major project.

You must disclose any conflicts of interest in the way set out in our Conflicts of Interest Procedure (procedure).

The procedure sets out what a conflict of interest is, and when a conflict of interest may arise, or may be perceived to arise. Generally, you **must**:

- disclose all conflicts of interest you are aware of to the best of your knowledge; and
- if your circumstances change over time, make further disclosures under the procedure.

If you have any doubt about whether a conflict of interest exists or may be perceived to exist, speak with your supervisor.

If you are a director or senior executive, you must also comply with the [Procedure for Management of Conflicts of Interest for Directors, CEO and Senior Executives](#).

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Through our people, we will comply with all legislation, codes and guidelines concerning conflicts of interest that relate to Tarong Energy. To help you follow this policy, we will:

- (a) train you about this policy, the procedure and your obligations under the relevant legislation, codes and guidelines;
- (b) maintain a procedure to set out what constitutes a conflict of interest and how they should be dealt with;
- (c) promote awareness of this policy; and
- (d) provide adequate resources to manage and investigate breaches of this policy.

#### **4. Responsibilities**

All our people are responsible for making this policy work.

- *Everyone* must:
  - (a) avoid any actual, potential or perceived conflicts of interest;
  - (b) disclose any conflict of interest you have in accordance with the procedure as soon as you become aware of the conflict;
  - (c) comply with the policy and procedure, for example:
    - (i) if you are a director or officer, you may be required to absent yourself from any decision-making which might create a perception of conflict; and
    - (ii) if you are an employee, or on a panel that is, responsible for awarding a tender or contract, you may be required to absent yourself from any decision-making which might create a perception of conflict;
  - (d) report breaches of policy or procedure to your supervisor or another person in charge;
  - (e) comply with the relevant legislation, codes and guidelines; and
  - (f) notify their manager or supervisor if they do not understand any part of the policy or procedure.
- *Managers and Supervisors* must:
  - (a) make sure their staff know about the policy and procedure;
  - (b) ensure the procedures for addressing and managing conflicts of interest are complied with in line with policy and procedure; and
  - (c) follow the procedure if an actual or perceived conflict of interest arises.
- *The Assistant Company Secretary* must maintain the Conflicts of Interest Register of Declarations.

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- The *General Manager - Corporate Governance* must:
    - (d) ensure all our people are trained about the policy, procedure and the relevant legislation, codes and guidelines;
    - (e) give advice, assistance and encouragement about the policy and procedure; and
    - (f) from time to time, review the Conflicts of Interest Register of Declarations, policy, procedure and any changes in the law, and make recommendations regarding any necessary policy changes and implications; and
    - (g) advise our Board and our Executive Management Team about policy changes and implications for the policy and procedure.
  - The *Executive Management Team members* must comply with the procedure and make sure that the policy and procedure are followed.
  - *The Board* must comply with the Conflicts of Interest Procedure and has ultimate accountability for the Conflicts of Interest Policy and Conflicts of Interest Procedure.

#### **Examples**

- During a tendering process you become aware that a family member's company is tendering for the contract. You are on the selection panel. You must withdraw from the tendering process and advise the General Manager of the situation.
- A project that you are involved in is located in an area where you own property. The project may affect your land. Your personal interests may be in conflict with Tarong Energy's interests and you should speak with your supervisor about how to manage the situation in line with the Procedure.

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## GIFTS AND BENEFITS POLICY

### 1. Purpose of this policy

This Gifts and Benefits Policy (policy) sets out our expectations our people when accepting gifts and benefits from other parties.

It is not wrong to receive a gift or benefit, however, sometimes it may appear to compromise your integrity or create an actual, potential or perceived conflict of interest for you to do so.

We want to ensure that you understand what to do if you are offered a gift or benefit while working with us.

### 2. Who this policy applies to

This policy applies to the receipt of gifts and benefits by Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

### 3. Policy statement

You must only accept a gift or benefit if you follow our [Gifts and Benefits Procedure](#) (procedure).

If you accept a gift or benefit in accordance with the procedure, it belongs to Tarong Energy, but the procedure sets out when you may keep that gift or benefit.

The procedure also sets out when you **may** and when you **may not** accept a gift or benefit. In particular:

- you must never accept a gift, benefit or invitation that might be seen to influence you in carrying out your duties with us;
- you must never accept money, cash, cheques, money orders, travelers' cheques or direct deposits. If you are offered any of those, you must decline it and tell your supervisor immediately about the offer; and
- you must tell your supervisor about all gifts, benefits and invitations offered to you.

**All gifts and benefits (excluding food and beverage less than \$15) that you receive will be recorded in our online Register of Gifts and Benefits.**

If you have any doubt about whether to accept a gift, benefit or invitation, speak with your supervisor.

To help you meet your obligations, we will:

- (a) train you about the policy and procedure;
- (b) maintain a procedure to explain what you must do if you are offered a gift;
- (c) maintain a register to record the receipt of all gifts and benefits; and
- (d) tell our suppliers and potential suppliers about the policy.

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#### 4. Responsibilities

All our people are responsible for making the policy work.

- *Everyone* must:
  - (a) perform their duties with fairness and integrity;
  - (b) comply with the policy and procedure; and
  - (c) notify their manager or supervisor if they do not understand any part of the policy and procedure.
- *Managers and Supervisors* must make sure their staff and contractors know about the policy and procedure.
- The *Assistant Company Secretary* must maintain the Register of Gifts and Benefits:
- The *General Manager - Corporate Governance* must:
  - (a) ensure all our people are trained about the policy, procedure and the relevant legislation, codes and guidelines;
  - (b) give advice, assistance and encouragement about the policy and procedure; and
  - (c) from time to time, review the Register of Gifts and Benefits, policy, procedure and any changes in the law, and make recommendations regarding any necessary policy changes and implications; and
  - (d) advise our Board and our Executive Management Team about policy changes and implications policy and procedure.
- The *Executive Management Team members* must make sure that the policy and procedure are followed.
- *The Board* has ultimate accountability for the Gifts and Benefits Policy and Gifts and Benefits Procedure.

#### Examples

- A long-term supplier and contact invites you to the football. The ticket is worth \$50. You must tell your supervisor about the invitation. If you can accept the invitation in accordance with the Gifts and Benefits Procedure and other relevant Policies, you will have to make sure it is recorded in the Register of Gifts and Benefits.
- You are negotiating a contract with several tenderers. One of the tenderers offers you a weekend away at a resort for you and your partner. You must refuse the offer and immediately report the matter to your supervisor.

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## CONFIDENTIAL INFORMATION POLICY

### 1. Purpose of this policy

This Confidential Information Policy sets out our expectations about the way in which confidential information is to be dealt with at Tarong Energy.

Information about Tarong Energy and its business may be commercially sensitive and confidential. Tarong Energy may also owe obligations of confidentiality to a third party in relation to confidential information of that party.

We want to ensure that you understand your obligations concerning confidential information.

### 2. Who this policy applies to

This Confidential Information Policy must be followed by Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

This Confidential Information Policy applies to confidential information.

**Confidential information** is information which is commercially sensitive information or not known publicly. It includes trade secrets, techniques, administration, marketing and business methods and unpublished financial information.

### 3. Policy statement

You have a duty to Tarong Energy not to use or disclose any confidential information you have obtained because of your relationship with Tarong Energy. Tarong Energy may also owe obligations of confidentiality to a third party in relation to confidential information of that party. You must comply with these obligations when dealing with any confidential information of that third party.

You must only deal with confidential information in the way set out in our [Confidential Information Procedure](#) (procedure).

The procedure sets out how and when you may deal with confidential information. Generally:

- you **must not** disclose confidential information to anyone outside of Tarong Energy;
- sometimes you **may not** be able to disclose it to other Tarong Energy employees or contractors; and
- **must** immediately report any breach of obligations of confidentiality you become aware of.

**In particular, you must never use or disclose confidential information to gain a benefit for you or someone else.**

If you have any doubt about whether you can use or disclose confidential information, speak with your supervisor.

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We aim to address breaches or concerns promptly and professionally. If a breach is reported or a concern is raised, the procedure must be followed.

To help you follow this policy, we will:

- (a) train you about the policy, procedure and your obligations under the relevant legislation, codes and guidelines;
- (b) maintain a procedure to set out what confidential information is and how to deal with it;
- (c) provide adequate resources to manage and investigate breaches of the policy and procedure; and
- (d) encourage you to tell your supervisor or another person in charge if you become aware of a breach relating to confidential information.

#### **4. Responsibilities**

All our people are responsible for making this policy work.

- *Everyone* must:
  - (a) not use or disclose any confidential information for any purpose other than to carry out your responsibilities for Tarong Energy or as permitted by Tarong Energy;
  - (b) maintain any confidential information for which you are responsible in the manner required by the policy and procedure;
  - (c) comply with the policy, procedure, relevant legislation, codes and guidelines;
  - (d) report breaches of the policy and procedure to your supervisor or another person in charge; and
  - (e) ask their manager or supervisor if they do not understand any part of the policy or procedure or if they are unsure if the information is confidential.
- *Managers and Supervisors* must:
  - (a) make sure their staff know about the policy and procedure;
  - (b) ensure the procedures for using, disclosing and maintaining confidential information are complied with in line with the policy and procedure; and
  - (c) follow the procedure if a concern is raised or a breach is reported.
- *General Managers* must:
  - (a) ensure all our people are trained about the policy, procedures and the relevant legislation, codes and guidelines;
  - (b) give advice, assistance and encouragement about the policy and procedure; and

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- (c) ensure appropriate records are kept about every breach.
  - *The Board* has ultimate accountability for the Confidential Information Policy and Confidential Information Procedure.

**Examples**

- A contractor who is working for Tarong Energy needs plans and documents to do their work. You must ensure that:
  1. you are able to provide this information to the contractor; and
  2. if the information can be provided to the contractor, the contractor signs a confidentiality agreement before giving them information about Tarong Energy.
- You have left Tarong Energy to work at another company. You must not use confidential information about Tarong Energy at your new employer.

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## SECURITIES TRADING POLICY

### 1. Purpose of this policy

This Securities Trading Policy (policy) sets out our position on trading in securities by Tarong Energy's directors and employees.

In working with us, you may obtain information about a company which isn't generally available. Under the *Corporations Act 2001* (Cth), insider trading is a criminal offence. It also damages our reputation and business interests.

We want to ensure that you understand your obligation not to engage in insider trading.

### 2. Who this policy applies to

This Securities Trading Policy applies to Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

This Securities Trading Policy applies to trading in securities.

**Trading in** means buying, selling or otherwise dealing in (for example getting an option to buy).

**Securities** includes any listed class of share, right, share option, convertible note, bond or warrant in respect of an entity listed on the Australian Stock Exchange or a foreign stock exchange.

This policy is about the use of inside information.

**Inside information** is information that:

- (a) isn't generally available; and
- (b) if it were generally available, it would - or would be likely to - influence people in deciding whether to buy or sell particular securities.

**The misuse of inside information is a criminal offence known as insider trading.**

### 3. Policy Statement

In addition to your general obligation not to misuse inside information, you must at all times comply with all the relevant legislation in relation to Insider Trading:

- (a) We may need to ask you not to trade in the securities of a particular company for a period of time if we are working on a business deal that involves, or could involve, that particular company. If so, we will establish a specific procedure for you to follow.
- (b) If you are listed on the Restricted Trading Personnel Register you must also follow the Restricted [Securities Trading Procedure](#) (procedure).

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To help you follow this policy, we will:

- (a) train you about this policy and your obligations under the Corporations Act;
- (b) if applicable, train you about the procedure and any other specific procedures; and
- (c) maintain the policy and procedures.

#### 4. Responsibilities

All our people are responsible for making this policy work.

- *Everyone* must comply with:
  - (a) this policy and the Corporations Act; and
  - (b) any specific procedure that applies to them.
- *If you are listed on the Trading Personnel Register* you must also comply with the procedure.
- *The Board* has ultimate accountability for the Securities Trading Policy and Restricted Securities Trading Procedure.

#### Examples

- You are negotiating with a company about a potential contract. If the company wins the contract, its share price is likely to increase significantly. You must not use that information or tell anyone about it, other than as is necessary to carry out your job.
- You are working on a deal where Supplier X is a tenderer. Your partner buys shares in Supplier X. Your partner does not know about the potential contract because you have complied with your duty of confidentiality. However, you must disclose your partner's purchase of those shares.

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## GOC CORPORATE RESPONSIBILITY POLICY

### 1. Purpose of this policy

This GOC Corporate Responsibility Policy (policy) sets out our expectations about the way in which Tarong Energy will comply with its obligations as a Queensland government owned corporation (**GOC**) established under the *Government Owned Corporations Act 1993* (Cth) (**GOC Act**).

We want to ensure that you understand what is expected from Tarong Energy as a GOC.

### 2. Who this policy applies to

This policy applies to Tarong Energy generally, and more specifically the Board and the Executive Management Team (**EMT**).

This policy must be followed by Tarong Energy's Directors and employees, and by all contractors working at or for Tarong Energy (**our people**).

### 3. Policy Statement

We will comply with all of the obligations of Tarong Energy as a GOC and as a corporation generally under all legislation, codes and guidelines that relate to us.

We will conduct the activities of Tarong Energy and provide information to Tarong Energy shareholders in accordance with the requirements set out in the GOC Act.

To help you follow this policy, we will:

- (a) train you about this policy and your obligations under the relevant legislation, codes and guidelines; and
- (b) promote awareness of this policy.

### 4. Responsibilities

All our people are responsible for making this policy work.

- *Everyone* must:
  - (a) comply with this policy, for example:
    - (i) if you are a Director, you may be responsible for reporting to the shareholding Ministers; and
    - (ii) if you are an employee or contractor working at Tarong Energy, you may have decision-making responsibilities which require you to make decisions with reference to the principles set out in the GOC Act;
  - (b) comply with the relevant legislation, codes and guidelines.

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- The *Executive Management Team* must follow this policy and must also ensure that this policy is followed.
  - *The Board* has ultimate accountability for the GOC Corporate Responsibility Policy and any procedures which may be implemented.