

A company that cares

Based in Britain's south west, Totus Engineering Ltd (Totus) is a leading Mechanical Electrical and Plumbing (MEP) firm that continues to exceed expectations by putting its customers first

TOTUS

CARES

We care about

- ✓ **Respect**
- ✓ **Fairness**
- ✓ **Honesty**
- ✓ **Compliance**
- ✓ **Integrity**
- ✓ **Health and Safety**
- ✓ **Being Kind**
- ✓ **Improvement**
- ✓ **Loyalty**
- ✓ **Inclusion**

CODE OF CONDUCT

Whilst working for Totus you are required to maintain our reputation as a company who treats people with respect and integrity. You should adhere to our values and principles.

Totus have a culture of non-confrontation and collaboration between all parties on our sites. This is reflected in the expected behaviour by everyone working for Totus. No form of intimidation or harassment will be tolerated.

You should adhere to our principles by:

- Avoiding conflict and retaliation
- Walking away if approached in a confrontational manner
- Treating everyone with respect
- Acting with honesty and integrity
- Escalating any issues or concerns to your Supervisor or Line Manager
- Complying with all applicable laws and regulations
- Acting as a role model, demonstrating ethical behaviour in the performance of your duties
- Promoting teamwork and collaboration
- Maintaining Health and Safety

Types of behaviour that are considered unacceptable:

- Bullying and victimisation
- Unwanted physical conduct
- Unwanted verbal conduct
- Unwanted non-verbal conduct



How will our Code of Conduct help you?

The Code of Conduct enables you to....

- 💡 Conduct yourself honestly, ethically and with integrity
- 🔧 Uphold our values and protect our reputation
- 💡 Understand what Totus expects of you
- 🔧 Make good decisions every day
- 💡 Comply with laws, regulations and standards that apply to our Company
- 🔧 Understand where to go for assistance or guidance if you have questions

Our Company values ensure that Totus **DELIVERS:**

- D**YNAMIC
- E**FFICIENT
- L**ISTENING
- I**NNOVATIVE
- V**ALUE ADDING
- E**NERGETIC
- R**ESPECTFUL
- S**AFE