

Values Statement

Qualitas Limited ACN 655 057 588 (Company)



VALUE	ACCEPTABLE BEHAVIOURS	UNACCEPTABLE BEHAVIOURS
Respect <i>Treating all stakeholders with trust, fairness and dignity and enjoy and value the diversity of individual differences, including background, experience, and opinion.</i>	▪ Trusting that each of us has the right set of skills and knowledge to perform our job well and showing confidence in our abilities and the abilities of others ▪ Listening to each other and respecting different opinions ▪ Invite and build upon the ideas and input of others ▪ Encourage others to share views frankly and openly ▪ Show consistency between words and actions ▪ Treat others fairly and consistently (non-judgmental) ▪ Accept responsibility for one's own performance and actions. ▪ Promptly confronts organisational policy and compliance issues ▪ Looking after our physical and mental health and supporting the mental and physical health of team members ▪ Respecting, encouraging and celebrating the inclusion and diversity of our people, customers, stakeholders and the communities in which we operate	▪ Bullying and harassment ▪ Not doing what we say we will do ▪ Lying, exaggerating the truth, and giving inaccurate and false information ▪ Interrupting and not letting others express their opinions and ideas ▪ Competing against others to the detriment of the greater good ▪ Withholding information, referrals or business opportunities
Integrity <i>Striving to be the leading alternative real estate investor. We earn this right through honouring our commitments, delivering on promises, standing up for our values and communicating clearly, openly, and honestly. At all times we are transparent in our dealings and conduct ourselves ethically.</i>	▪ Obeying the law ▪ Conducting business and relationships fairly, honestly and ethically ▪ Acting in the best interest of our shareholders, customers and each other ▪ Acting in a professional and safe manner and complying with legal and company requirements, policies and procedures ▪ Protecting and representing the Qualitas brand and reputation through our actions and behaviour ▪ Admitting our mistakes, taking responsibility, learning from them, and seeking assistance when needed ▪ Raising issues or concerns about any inappropriate practices within our business with the intention to provide useful feedback and make a positive difference ▪ Embracing and respecting the diversity of our people and valuing	▪ Engaging in fraudulent, dishonest or negligent activity ▪ Accepting behaviour from others that is illegal, unethical or disrespectful ▪ Ignoring business practices ▪ Avoiding conflict or confrontation by not raising issues or concerns ▪ Raising issues or concerns in an aggressive, disrespectful or inappropriate manner ▪ Allowing yourself or others to put their safety at risk ▪ Blaming others for mistakes ▪ Wasting company time and resources ▪ Discriminating against others based on protected attributes defined by relevant legislation (including but limited to gender, age, sex, ethnicity, sexual orientation and social status)

	their different backgrounds, experience and skills	
Collaboration <i>Staffed by a team of passionate specialists, we know we can achieve more collectively than individually. We build collaborative relationships within and outside the business, to add value to all our stakeholders and focus on the long-term sustainability of our environment, business, and community.</i>	▪ Developing beneficial relationships with each other, customers, suppliers and the community ▪ Increasing business efficiency, productivity and profit ▪ Maintaining a clean and healthy environment for future generations ▪ Promoting employee safety and wellbeing ▪ Modelling professional appearance, behaviour and conduct at all times with our customers and in our community ▪ Actively supporting our communities	▪ Acting to the detriment of our environment, business and community ▪ Accepting conduct or behaviour that reflects poorly on Qualitas ▪ Not growing and maintaining valuable business and community relationships
Excellence <i>United by our commitment to excellence and our focus on achieving positive outcomes. We are highly motivated to perform at our best and we delight in excelling at our work and exceeding expectations through a driven effort.</i>	▪ Remain composed under difficult circumstances. ▪ Deal constructively with mistakes and setbacks. ▪ Willingly adapt to shifting or competing priorities. ▪ Seek feedback and pursue ways to develop ▪ Set high standards of performance ▪ Put in extra effort to accomplish key tasks ▪ Maintain a high level of productivity ▪ Confront tough challenges quickly and directly ▪ Energise others by clarifying the purpose of their work ▪ Foster a sense of energy, ownership, and personal commitment to the work ▪ Celebrate and reward achievements of others ▪ Taking personal responsibility to perform at our highest standard ▪ Delivering what we promise on time ▪ Sharing relevant information to understand the business and its financial results ▪ Giving honest, constructive and regular feedback ▪ Coaching, training and supporting others	▪ Achieving less than we have committed to ▪ Being unclear on our performance expectations and not asking for clarity ▪ Not taking appropriate action to address under performance ▪ Assuming instead of asking ▪ Blaming conditions or others for our lack of results ▪ Not giving people opportunities to have performance, development and coaching conversations
Entrepreneurship <i>Encourage creativity and innovation to deliver value and opportunities for our clients and partners now and in the future. We never rest on our laurels and always seek to retain the entrepreneurial spirit</i>	▪ Welcoming change; discovering ways to continuously improve and learning by mistakes ▪ Encouraging ideas and welcoming diversity of experience and thought ▪ Balance big-picture concerns with day-to-day activities ▪ Understand the	▪ Creating an environment that discourages people from diversity of thought and suggesting ideas ▪ Applying inefficient processes ▪ Resisting change ▪ Resistance to learning ▪ Unwilling to learn from mistakes and improve

<i>that created the firm.</i>	organisation's vision and strategy and the implications for own area/role	
	▪ Decisions are consistent with the organisation's vision and strategy ▪ Recognising success and sharing the results ▪ Investing in our future success by developing our people and technology	