

# Company Values – JJ's Waste & Recycling

*J.J. Richards & Sons Pty Ltd was established in 1932 and is owned and managed by the family of the founder, Joseph (Joe) John Richards. Joe intuitively knew that good business simply meant doing the right thing. Today, this approach is passionately preserved by the family and has been documented as the JJ's Group\* Values.*

*These values define the way we do things and the way we treat others both inside and outside the company. Maintaining these values requires constant and determined effort which will be to the benefit of all.*

**Safety and Environment** – Our employees can confidently comply with company procedures and all laws. They will not be set unreasonable deadlines nor pressured to bend the rules.

**Honesty** – In all our dealings we will be honest. We will tell the truth in all circumstances.

**Integrity** – We will adhere to sound moral and ethical principles in all our dealings.

**Respect** – All employees, customers, suppliers and other external parties will always be treated with respect.

**Humility** – All employees at all levels will conduct themselves with appropriate humility in all circumstances and treat all people as an equal with an opinion worth listening to.

**Compassion** – We accept things go wrong and the unexpected occurs. When this happens, we will resolve the matter with compassion and support.

**Reliability** – We will keep our promises. If we cannot keep a commitment, we will immediately communicate this and reach an agreed outcome. In particular, we thrive on our ability to provide reliable service to our customers.

**Quality Service** – We are committed to providing a high quality service in everything we undertake.

**Innovation** – We are committed to creating innovative solutions that improve our business and the outcome for our customers and others we deal with. We will approach all aspects of our business with an open mind. If a solution does not exist, we will create one or find an alternative.

**Life/Work Balance** – We value our employees and want them to succeed over the long term. We will promote working arrangements that facilitate a life/work balance.

**Long Term Success** – We are committed to ensuring we succeed as a business now and in the future. We will work within the spirit of commercial arrangements to ensure a successful outcome for all.

A handwritten signature in black ink, appearing to read 'J.J. Richards'.

J.J. Richards - Director

A handwritten signature in black ink, appearing to read 'P.B. Richards'.

P.B. Richards - Director

A handwritten signature in black ink, appearing to read 'J.M. Parsons'.

J.M. Parsons - Director

\* The JJ's Group: J.J. Richards & Sons Pty Ltd t/as JJ's Waste & Recycling, JJR Engineering Pty Ltd, JJ's Health & Hygiene, EnviroCom Australia, JJ's Northend, CreatEnergy, Aztech Services Australia, J.J. Richards & Sons NZ Pty Ltd t/as JJ's Waste & Recycling and JJ's Waste and Recycling LLC.