**Code of Ethics**

Facility Pro 4U strive to be one of the professional IT service providers. As a Facility Pro 4U employee you must maintain the professionalism in ICT field by holding the honour, dignity and honesty. The Facility Pro 4U enforce their employees to adhere the following Code of Ethics.

 Honesty

Facility Pro 4U Personnel’s will be honest in representation, competence and will seek help when necessary. Employee will deliver services to the best of their knowledge and skills, and avoid conflicts of interest, if they do arise they will declare them.

Fair Treatment

Facility Pro 4U personnel’s will maintain the dignity of everyone and will treat fairly. They would not discriminate anyone based on their ethnics, age, gender, religion and sexual orientation.

Privacy

Facility Pro 4U personnel’s will adhere Australian Privacy Act and acknowledge statutory laws governing data privacy such as the Commonwealth Information Privacy Principles. They will not compromise private information of anyone. They will maintain the confidentiality of information which they may have access on computer systems.

Devices Integrity

Facility Pro 4U Personnel’s would not compromise, steel, amend and will ensure the integrity of systems and devices. They will regularly maintain and update software and hardware. They will prevent unauthorised use or access of the systems.

Professional Development

Facility Pro 4U Personnel’s will continue to update and enhance their technical knowledge and skills, and support colleagues and staff to improve their knowledge and skills.

Social Responsibility

Facility Pro 4U Personnel’s will enhance their integrity and understanding of social and legal issues that arise in computing environments. They will share and communicate with others and adhere the policies and law about IT Systems.