



### The Murray Consulting Group (TMCG) Code of Conduct

#### Introduction:

At The Murray Consulting Group (TMCG), we are committed to maintaining the highest standards of professionalism, integrity, and ethical behavior. This Code of Conduct outlines the principles and expectations that guide our interactions with clients, colleagues, and the broader community. By adhering to this Code, we foster a workplace culture that values respect, accountability, and excellence.

#### Core Values:

All employees, contractors, and representatives of TMCG are expected to uphold the following values:

- **Integrity** – We act with honesty, transparency, and fairness in all dealings.
- **Respect** – We treat everyone with dignity, professionalism, and inclusivity.
- **Accountability** – We take responsibility for our actions and decisions.
- **Excellence** – We strive for the highest standards of quality in our work.
- **Collaboration** – We work as a team to achieve shared goals.

#### Professional Conduct:

- Conduct yourself in a manner that reflects positively on TMCG.
- Avoid any behavior that could be considered discriminatory, harassing, or offensive.
- Maintain a professional appearance and demeanor in all business interactions.
- Represent TMCG's interests ethically and avoid conflicts of interest.

#### Ethical Business Practices:

- Ensure all business dealings are conducted legally and ethically.
- Do not offer, give, or accept bribes, kickbacks, or other improper incentives.
- Honor confidentiality agreements and respect proprietary information.
- Accurately represent TMCG's capabilities, experience, and qualifications.

#### Confidentiality & Data Protection:

- Protect client and company confidential information.
- Follow all applicable data privacy laws and company policies.
- Do not disclose sensitive business information without proper authorization.



### **Workplace Respect & Inclusion:**

- Foster an inclusive environment where diversity is valued.
- Do not tolerate discrimination or harassment of any kind.
- Promote equal opportunities for all employees.

### **Conflict of Interest:**

- Avoid situations where personal interests conflict with TMCG's business.
- Disclose any relationships or activities that may present a conflict.
- Do not use company resources for personal gain.

### **Compliance with Laws & Policies:**

- Follow all applicable laws, regulations, and company policies.
- Report any illegal or unethical behavior to the appropriate channels.
- Cooperate with internal and external audits and investigations.

### **Reporting Violations:**

- If you observe or suspect a violation of this Code, report it immediately to management or HR.
- Reports will be handled confidentially and without retaliation.

### **Consequences of Violations:**

- Violations of this Code may result in disciplinary action, including termination.
- Severe violations may result in legal consequences.

### **Acknowledgment:**

All employees and representatives of TMCG must acknowledge their understanding and commitment to this Code of Conduct upon hiring and periodically thereafter.

By following this Code, we uphold the reputation and integrity of The Murray Consulting Group and contribute to a positive, ethical, and successful workplace.

**Approved by:** Michael Murray, CEO

**Date:** 03/19/2025