

VANUATU EGGS

CONDUCT & ETHICS

Policy

OUR COMMITMENT Vanuatu Eggs acts honestly, treats people with dignity, protects animals and the environment, keeps safe and biosecure workplaces, and takes responsibility for the quality and impact of its decisions.

Document control	Details
Document status	Draft for formal approval
Policy owner	Chief Executive Officer (CEO) or delegated Compliance Officer
Approval authority	Board / Owners of Vanuatu Eggs
Effective date	Upon approval
Review cycle	At least annually, and after any material incident or legal change
Version	1.0 4 August 2026
Applies to	All directors, officers, employees, contractors, agents, consultants, volunteers, suppliers and other business associates

Approval

Name / title	Signature	Date

Implementation note: Before approval, Vanuatu Eggs should insert its registered legal entity name, registered office, reporting contact details and the names of the approving officers. This document is an internal governance policy and should be reviewed by Vanuatu legal counsel.

1. Purpose and commitment

This Policy sets the conduct and ethical standards expected in every Vanuatu Eggs activity, including poultry farming, hatchery operations, animal care, feed and medicine handling, greenhouse production, transport, sales, procurement, construction, community engagement and work with smallholder farmers and government agencies.

Vanuatu Eggs is committed to lawful, responsible and sustainable business. Everyone covered by this Policy must act with integrity, use sound judgement and protect the trust placed in the Company by employees, customers, farmers, suppliers, communities and public authorities.

1. Do what is lawful, honest, fair and safe—even when no one is watching.
2. Treat people with dignity and respect, without harassment, exploitation, intimidation or discrimination.
3. Protect animal health and welfare, food safety, biosecurity, the environment and community wellbeing.
4. Keep accurate records, use Company resources responsibly and speak truthfully for the Company.
5. Raise concerns promptly and cooperate with fair investigations and corrective action.

ONE STANDARD Targets, production pressure, senior instructions, local influence, personal relationships or fear of losing business never justify unlawful, unsafe, dishonest or disrespectful conduct.

2. Scope

This Policy applies worldwide to Vanuatu Eggs and to every person acting for or on its behalf, including:

6. directors, owners, officers and managers;
7. permanent, part-time, casual and temporary employees;
8. consultants, contractors, labour providers, trainees, interns and volunteers;
9. agents, customs brokers, transporters, sales representatives and introducers;
10. suppliers of fertile eggs, chicks, feed, medicines, vaccines, equipment, construction, utilities and professional services;
11. growers, distributors, resellers, community partners and joint-venture participants; and
12. any other person or organisation representing or performing services for Vanuatu Eggs.

Compliance is a condition of employment, appointment, contract or engagement. Relevant obligations must be communicated to Business Associates and included in contracts where appropriate. If

applicable law, a permit, customer standard or other Vanuatu Eggs policy imposes a higher standard, the higher standard applies.

3. Our values and decision standard

Value	What it means at Vanuatu Eggs
Integrity	We are honest, transparent and consistent. We do not mislead, conceal wrongdoing or misuse a position of trust.
Respect	We protect dignity, listen carefully, value cultural understanding and treat people fairly.
Responsibility	We own our actions, correct mistakes and consider the effects of our decisions on people, animals, communities and the environment.
Safety and care	We stop unsafe work, maintain hygiene and biosecurity, and protect animal and human health.
Quality	We deliver safe, reliable products and services, follow approved processes and improve continuously.
Fairness	We make employment, procurement, sales and community decisions on legitimate, documented criteria—not favouritism or improper influence.

3.1 Ethical decision test

Before acting, approving or remaining silent, ask:

13. Is it lawful and consistent with this Policy and other Company requirements?
14. Is it safe for people, animals, food, farms and the environment?
15. Is it honest, fair and free from improper influence or personal interest?
16. Would the facts and records tell the complete and accurate story?
17. Could I explain the decision openly to colleagues, farmers, customers, communities, regulators and my family?
18. Would I be comfortable if the decision appeared publicly tomorrow?

If any answer is “no,” “not sure,” or depends on hiding information, pause and ask the CEO, manager or Policy Owner before proceeding.

4. Legal and policy framework

Vanuatu Eggs will comply with the laws, permits and lawful directions that apply wherever it operates. Relevant Vanuatu frameworks include the Constitution of the Republic of Vanuatu, including its recognition of fundamental rights and freedoms without discrimination; the Employment Act [CAP 160]; the Health and Safety at Work Act [CAP 195]; the Environmental Protection and Conservation Act [CAP 283]; and animal-importation, quarantine and biosecurity requirements.¹²³⁴⁵

¹ Animal Importation and Quarantine Regulations [CAP 201] and Biosecurity Vanuatu legislation resources, <https://biosecurity.gov.vu/images/Legislation/Regulations/aiaqr439-1.pdf> (accessed 4 August 2026).

Company activities should also support responsible, sustainable and inclusive agricultural development reflected in the MALFB Corporate Plan 2026–2030 and the Vanuatu Agriculture Sector Policy 2015–2030. This alignment does not create or imply a government partnership, ownership interest, equity, control or management role in Vanuatu Eggs. The Company remains a privately owned and independently managed enterprise.⁶⁷

This Policy must be read with the Vanuatu Eggs Anti-Bribery and Corruption Policy and Procedures and other applicable policies covering workplace safety, biosecurity, animal care, food safety, privacy, procurement, environmental management and complaints. This document does not replace legal advice.

5. Expected standards of conduct

Everyone covered by this Policy must:

19. perform duties honestly, competently, carefully and in the best legitimate interests of Vanuatu Eggs;
20. follow lawful instructions, approved procedures, licences, permits and professional standards;
21. communicate truthfully and respectfully, including when reporting an error, delay, illness, disease risk, injury, product concern or missed target;
22. make decisions on merit and never use intimidation, favouritism, retaliation or deception;
23. protect Company, customer, farmer, supplier and community property and information;
24. seek authority before committing the Company, spending funds, signing documents or speaking publicly;
25. complete required training and maintain licences, qualifications and competence for assigned work; and
26. challenge or report conduct that may be unlawful, unsafe, unethical or inconsistent with this Policy.

² Environmental Protection and Conservation Act [CAP 283], Department of Environmental Protection and Conservation, <https://environment.gov.vu/index.php/environment-conventions-and-agreements/laws/laws-depc/epc-act> (accessed 4 August 2026).

³ Health and Safety at Work Act [CAP 195], Department of Labour and Employment Services, https://dol.gov.vu/images/documents/laws/Health_and_Safety_at_Work.doc (accessed 4 August 2026).

⁴ Employment Act [CAP 160], Department of Labour and Employment Services, https://dol.gov.vu/images/documents/laws/160_Employment_Act.pdf (accessed 4 August 2026).

⁵ Constitution of the Republic of Vanuatu, art 5, Parliament of Vanuatu, <https://parliament.gov.vu/images/constitution.pdf> (accessed 4 August 2026).

⁶ Vanuatu Agriculture Sector Policy 2015–2030, Department of Agriculture and Rural Development, https://agriculture.gov.vu/images/documents/policy/arg_policy.PDF (accessed 4 August 2026).

⁷ Ministry of Agriculture, Livestock, Forestry and Biosecurity, MALFB Corporate Plan 2026–2030, <https://malffb.gov.vu/images/corporate-plans/MALFB%202026-2030%20Corporate%20Plan.pdf> (accessed 4 August 2026).

6. Respectful, inclusive and harassment-free workplace

Vanuatu Eggs is committed to a workplace where people are treated with dignity, courtesy and cultural sensitivity. Employment, development, pay, rostering, training and advancement decisions must be based on lawful and relevant criteria.

27. Discrimination, bullying, harassment, sexual harassment, victimisation, humiliation and intimidation are prohibited.
28. Threats, violence, fighting, abusive language, stalking, unwanted sexual conduct and possession of weapons at work are prohibited, except for lawful tools specifically authorised for operational use.
29. Jokes, messages, images or conduct that demean a person or group are unacceptable, including through social media or messaging services connected with work.
30. Managers must respond promptly and fairly to concerns and must not dismiss behaviour as “normal,” cultural or harmless without assessing its impact.
31. Reasonable cultural, religious, disability, family and personal needs should be considered consistently with safety, law and genuine operational requirements.

RESPECT IN PRACTICE Correct performance firmly but privately and fairly. Do not shout at, threaten, shame or punish a person for asking questions, reporting mistakes or raising safety, animal welfare or integrity concerns.

7. Human rights, fair employment and labour standards

Vanuatu Eggs respects internationally recognised human dignity and the fundamental rights protected in Vanuatu. The Company will not knowingly use, support or benefit from forced labour, trafficking, servitude, child labour, unlawful recruitment fees, withheld identity documents, coercion or exploitative working conditions.

32. Employment terms, wages, hours, leave and deductions must be lawful, clear and accurately recorded.
33. Workers must be free to leave employment in accordance with lawful notice requirements and must not be threatened, confined or required to surrender identity documents.
34. Recruitment must be honest. No worker may be charged an undisclosed or unlawful fee to obtain work with Vanuatu Eggs.
35. Young workers must not perform prohibited, hazardous or age-inappropriate work.
36. Suppliers, growers and labour providers must meet equivalent minimum standards and cooperate with proportionate due diligence and remediation.

37. Where a vulnerable person may be at risk, the immediate priority is safety and responsible remediation—not simply ending a contract and transferring the risk elsewhere.

8. Health, safety, hygiene and biosecurity

The health and safety of employees, contractors, visitors, farmers, customers and communities is a core responsibility. No production, delivery or commercial objective takes priority over preventing serious harm.

38. Follow risk assessments, safe work procedures, hygiene zones, vaccination and disease-control instructions, chemical labels, equipment safeguards and emergency plans.
39. Wear, maintain and correctly use required personal protective equipment.
40. Report injuries, near misses, unsafe conditions, spills, equipment defects, disease signs, unusual mortality and biosecurity breaches immediately.
41. Stop or refuse work where there is a reasonable belief of serious and immediate risk, and notify the responsible manager.
42. Do not work, drive or operate equipment while impaired by alcohol, illegal drugs, fatigue, illness or medication that makes the activity unsafe.
43. Keep restricted poultry, hatchery, feed, chemical, medicine and quarantine areas secure and follow entry, cleaning, disinfection, clothing and movement controls.
44. Do not conceal illness, contamination, vaccination errors, temperature excursions, mortality, hatch failures or other safety and biosecurity information.

9. Animal health and welfare

Animals and birds under the Company's care must be treated humanely and managed by competent persons using lawful and appropriate husbandry, veterinary, handling, transport and emergency practices.

45. Provide appropriate feed, clean water, shelter, ventilation, temperature control, space, hygiene and protection from injury, disease and avoidable distress.
46. Handle, load and transport birds carefully and in accordance with applicable permit, veterinary and biosecurity requirements.
47. Use medicines, vaccines and veterinary products only as authorised, within expiry dates, at correct doses and with complete treatment and withdrawal records.
48. Do not strike, throw, deliberately frighten, neglect or otherwise abuse an animal.
49. Report disease signs, unusual mortality, welfare concerns and equipment failures immediately. Do not hide adverse outcomes to protect production figures.

50. Humane euthanasia, where necessary, must be performed promptly by trained and authorised persons using approved methods.

10. Product quality, food safety and truthful claims

Customers and farmers are entitled to safe, accurately described and traceable products. Vanuatu Eggs will not compromise quality, food safety or biosecurity to meet a target or avoid loss.

51. Follow approved specifications, hygiene controls, temperature requirements, storage limits, traceability, labelling and release procedures.
52. Do not sell, transfer, relabel or conceal damaged, contaminated, diseased, expired, incorrectly treated or non-conforming products.
53. Marketing and technical advice must be accurate, supportable and not misleading about breed, hatch rate, vaccination, health status, origin, quality, quantity, weight, shelf life or expected performance.
54. Customer complaints, product defects, recalls and corrective actions must be recorded, investigated and addressed promptly.
55. Where safety or legality is uncertain, quarantine the affected stock or product and obtain authorised technical advice before release.

11. Customers, farmers, communities and cultural respect

Vanuatu Eggs seeks durable relationships based on reliability, fair value, informed choice and mutual respect. Personnel must listen to customer and farmer needs, explain terms clearly and never take unfair advantage of limited literacy, language, remoteness, financial pressure or unequal bargaining power.

56. Provide clear information about prices, payment terms, delivery, product care, vaccination, technical limitations and complaint channels.
57. Do not promise government support, grants, jobs, exclusivity, earnings, hatch rates or production outcomes that the Company cannot reasonably deliver.
58. Consult respectfully with landholders, customary authorities and communities where Company activities may affect them.
59. Obtain appropriate authority before entering land, using community resources, taking images, collecting data or making commitments.
60. Customary gifts, community contributions, donations and sponsorships must comply with the Anti-Bribery and Corruption Policy and Procedures.

61. Government-facilitated support must be described accurately and must not be represented as government ownership, equity, control or legal partnership.

12. Suppliers, procurement and fair competition

Procurement and sales decisions must be fair, documented and based on legitimate criteria including quality, safety, biosecurity, animal welfare, capability, delivery, sustainability, integrity and total value.

62. Do not manipulate bids, share confidential quotations, agree prices with competitors, divide markets, submit cover bids or engage in collusion.
63. Declare personal or family connections before participating in a supplier, grower, distributor or customer decision.
64. Do not pressure suppliers or farmers to falsify records, absorb undisclosed costs, provide personal benefits or accept unsafe or unlawful terms.
65. Use competitive quotations where reasonably practical and document sole-source decisions.
66. Verify delivery, quality, quantities and invoices before approving payment.
67. Communicate this Policy to higher-risk Business Associates and take proportionate action where concerns arise.

13. Conflicts of interest and outside activities

A conflict of interest occurs where private, family, political, community or financial interests could affect—or reasonably appear to affect—a person’s judgement for Vanuatu Eggs. Conflicts are not always wrongdoing, but they must be disclosed and managed.

68. Declare ownership, employment, gifts, debts, relationships or other interests connected with a Company decision or opportunity.
69. Do not select, supervise, negotiate with or approve payment to a related party without disclosure and independent approval.
70. Do not divert a Company opportunity, customer, supplier, land opportunity or transaction for personal gain.
71. Obtain written approval before outside employment or business activity that may compete, interfere with duties, misuse information or create a conflict.
72. Recuse yourself from the affected decision until the Policy Owner documents how the conflict will be managed.

14. Gifts, hospitality, bribery and Public Officials

The Vanuatu Eggs Anti-Bribery and Corruption Policy and Procedures governs gifts, hospitality, facilitation payments, donations, sponsorships, Public Officials, third-party due diligence and associated approval thresholds. Its requirements form part of this Policy.

- 73. Never offer, request, give or accept a bribe, kickback, secret commission or improper advantage.
- 74. Never use a supplier, agent, family member, community group or other intermediary to do something prohibited.
- 75. Cash, gift cards, vouchers, loans and other cash equivalents are prohibited as gifts.
- 76. No gifts or hospitality may be offered or accepted during a tender, inspection, licensing, customs, audit or enforcement decision involving that party.
- 77. Political donations on behalf of Vanuatu Eggs are prohibited.
- 78. Where the correct action is uncertain, pause and seek written advice before proceeding.

15. Company property, systems, vehicles and working time

Company property and resources must be used carefully, efficiently and for authorised business purposes. This includes funds, stock, chicks, eggs, feed, medicines, vaccines, fuel, vehicles, tools, machinery, buildings, land, utilities, devices, software, data, working time and intellectual property.

- 79. Do not steal, misappropriate, damage, sell, lend, remove or privately use Company property without authority.
- 80. Do not use Company systems to access, store or distribute unlawful, offensive, discriminatory, sexually explicit, threatening or malicious material.
- 81. Keep passwords and access credentials secure; do not share accounts or bypass security, monitoring or approval controls.
- 82. Use vehicles and machinery only when authorised, licensed, trained, fit for duty and in accordance with safety requirements.
- 83. Timesheets, attendance, production records, vehicle logs, fuel use and expense claims must reflect what actually occurred.
- 84. Return Company property, records, keys and access credentials when requested or when employment or engagement ends.

16. Confidentiality, privacy, information and intellectual property

Confidential and personal information must be collected, accessed, used, stored, shared and disposed of only for authorised and lawful purposes. Duties of confidentiality continue after employment or engagement ends.

- 85. Protect commercial plans, formulas, prices, customer and supplier details, employee records, farmer data, veterinary information, system credentials, contracts and investigation material.
- 86. Access only the information needed for your role and share it only with authorised persons who need it.
- 87. Do not use confidential information to benefit yourself or another person, trade against the Company, divert opportunities or harm a stakeholder.
- 88. Report lost devices, misdirected messages, unauthorised access, cyber incidents and privacy breaches immediately.
- 89. Respect the copyright, trademarks, software licences, traditional knowledge and other intellectual property of Vanuatu Eggs and third parties.
- 90. Do not take or publish photographs, video, audio or drone footage at farms, hatcheries, workplaces or community locations without appropriate authority and consent.

17. Authority, public statements and social media

Only authorised persons may sign contracts, commit funds, make regulatory submissions, provide official media comment, issue public statements or represent themselves as speaking for Vanuatu Eggs.

- 91. Do not use the Company name, logo, letterhead, email, social account or stationery for private, political or unauthorised purposes.
- 92. Public statements and regulatory information must be accurate, approved and consistent with confidentiality obligations.
- 93. Personal social-media activity must not disclose confidential information, harass others, misrepresent Company positions or damage safety, biosecurity or investigation processes.
- 94. Make clear when views are personal and do not imply government endorsement, Company authorisation or a partnership that does not exist.

18. Environmental responsibility

Vanuatu Eggs will conduct its activities with care for land, water, air, biodiversity and surrounding communities. Environmental permits, waste rules, pollution controls and approved management plans must be followed.

95. Prevent and promptly respond to spills, leaks, odour, runoff, litter, pest risks and improper disposal of manure, chemicals, medicines, packaging and animal remains.
96. Use water, energy, feed, fuel and materials efficiently and reduce avoidable waste.
97. Store chemicals, fuels, medicines and waste securely with appropriate labels, segregation and containment.
98. Do not discharge waste or pollution into land, drains, waterways or community areas without lawful approval and safe controls.
99. Report environmental incidents and community complaints immediately and cooperate with assessment, clean-up and remediation.
100. Before new development or material expansion, confirm whether environmental assessment, consultation or permits are required.

19. Accurate records, fraud and theft

All records must be complete, accurate, timely and capable of explaining the underlying transaction or event. Vanuatu Eggs prohibits fraud, theft, embezzlement, falsification, concealment and misuse of assets.

101. Never falsify production, hatch, mortality, vaccination, treatment, biosecurity, safety, quality, environmental, attendance, payroll, expense, stock, sales or financial records.
102. Never create false invoices, phantom employees, fictitious suppliers, duplicate claims, hidden accounts or undisclosed side arrangements.
103. Errors must be reported and corrected transparently; do not overwrite or delete evidence to hide a mistake.
104. Retain Company and financial records for the required legal, tax, contractual and operational periods. Accounting records must correctly record and explain transactions and enable the Company's financial position to be determined with reasonable accuracy.⁸
105. Preserve all relevant records once a complaint, audit, investigation, legal hold or regulatory request is known or reasonably expected.

20. Raising concerns and non-retaliation

Everyone covered by this Policy must promptly report known or suspected unlawful, unsafe, dishonest, abusive or unethical conduct. Proof is not required before reporting; concerns should be raised honestly with the information available.

⁸ Companies Act No. 25 of 2012, ss 124–125, Vanuatu Financial Services Commission, <https://www.vfsc.vu/wp-content/uploads/2025/06/Companies-Act-2012-Official-Gazetted-Version.pdf> (accessed 4 August 2026).

Reports may be made to:

- 106. a manager, unless that person may be involved;
- 107. the CEO or designated Policy Owner / Compliance Officer;
- 108. a director or owner where the concern involves the CEO; or
- 109. an appropriate external authority where required or protected by law. Confidential legal advice may be obtained where a person is uncertain.

Confidential and, where lawful and reasonably practicable, anonymous reports will be accepted. Vanuatu Eggs will protect the reporter's identity as far as possible while conducting a fair response.

NO RETALIATION Dismissal, threats, harassment, reduced hours, lost opportunities, adverse treatment or other retaliation because a person raised a good-faith concern, assisted a review, refused an improper instruction or stopped unsafe work is prohibited and is itself serious misconduct.

21. Response, investigations and consequences

Reports will be assessed promptly, impartially and confidentially as far as reasonably possible. The Company may preserve records, restrict access, suspend affected activities or duties, appoint an independent investigator and obtain legal, technical, veterinary or forensic advice.

- 110. A person whose conduct is under review will be treated fairly and given an appropriate opportunity to respond.
- 111. No person may destroy evidence, coach witnesses, retaliate, obstruct a review or conduct an unauthorised private investigation.
- 112. Findings and decisions must be made by authorised persons who are not implicated or conflicted.
- 113. Corrective action may include training, supervision, process changes, restitution, warning, reassignment, removal of authority, termination of employment or contract, or referral to an appropriate authority.
- 114. Consequences will be proportionate, consistent and lawful. Seniority, relationships, production value or commercial importance will not excuse misconduct.

22. Responsibilities

Role	Core responsibilities
Board / Owners	Approve the Policy; set the ethical tone; oversee material incidents and remediation; hold the CEO accountable for effective implementation.
CEO	Overall accountability; appoint the Policy Owner; provide resources; approve high-risk matters; ensure independent escalation and lawful response.
Policy Owner / Compliance Officer	Maintain the Policy and registers; advise personnel; coordinate training, risk assessment, reporting, monitoring and investigations.

Role	Core responsibilities
Managers	Model expected conduct; explain requirements; supervise fairly; address performance and safety issues; escalate concerns; prevent retaliation.
Technical / Veterinary / Biosecurity leads	Set and monitor competent animal health, welfare, treatment, hygiene, disease-control and traceability standards.
Finance / Procurement	Maintain approval, supplier, invoice, payment, conflict and record controls; investigate unusual transactions and discrepancies.
All personnel	Read and follow the Policy; complete training; act respectfully and safely; protect assets and information; report concerns promptly.
Business Associates	Meet applicable legal and contractual standards; maintain accurate records; cooperate with reviews; report concerns; manage relevant subcontractors.

23. Training, monitoring and review

115. All personnel must receive this Policy at onboarding and complete refresher training at least annually.
116. Enhanced training will be provided for managers and personnel in animal care, hatchery operations, veterinary medicine, food safety, biosecurity, health and safety, procurement, finance, transport, government dealings and community engagement.
117. Higher-risk Business Associates may be required to complete training and certify compliance.
118. The Policy Owner will monitor complaints, conflicts, training, disciplinary trends, safety and biosecurity events, animal welfare concerns, product issues, supplier risks and control failures.
119. This Policy will be reviewed at least annually and after a material incident, investigation, legal change, audit finding, operational expansion or new country entry.

Appendix A — Quick ethical decision guide

Question	Required response
Is anyone at risk of immediate harm?	Stop or make the situation safe, call emergency or technical support as needed, then report.
Could this harm animal health, welfare, food safety or biosecurity?	Quarantine or pause the activity and obtain authorised technical advice.
Is it illegal, dishonest, discriminatory, abusive or against a Company policy?	Do not proceed. Preserve information and report the concern.
Is there a personal, family, political or financial interest?	Declare the conflict and step out of the decision until it is managed.
Would a reasonable person think the decision is unfair or improperly influenced?	Pause. Seek independent approval or advice.
Are the facts, authority or records incomplete?	Do not guess, sign or approve. Verify and document the position.
Are you being asked to hide, alter or omit something?	Refuse and report the instruction immediately.
Are you still unsure?	Pause and ask the manager, CEO or Policy Owner before acting.

Appendix B — Practical examples

Topic	Do	Do not
Safety	Stop a feed mixer with a missing guard and report it.	Continue because production is behind schedule.
Animal welfare	Report unusual mortality and isolate affected birds.	Hide mortality to protect performance results.
Quality	Quarantine eggs or chicks where temperature or treatment records are uncertain.	Release product without evidence because a customer is waiting.
Respect	Correct an error privately and explain the expected standard.	Shout at or humiliate a worker in front of others.
Conflicts	Declare that a family member owns a bidding supplier.	Influence the award while keeping the relationship secret.
Information	Use farmer and customer data only for the authorised purpose.	Share contact lists or farm photos for personal benefit.
Records	Correct a mistaken entry with an auditable explanation.	Delete or overwrite a record to conceal the mistake.
Government	Describe support as government-facilitated where that is accurate.	Claim government ownership, endorsement or partnership that does not exist.

Appendix C — Conduct concern record

This form may be used to record a concern. A report may still be made without completing every field.

Field	Details
Date and time reported	
Reporter / anonymous	
Preferred safe contact method	
People or organisations involved	

Field	Details
Location and date of conduct	
What happened / may happen	
Immediate safety, animal, food, biosecurity or retaliation risk	
Witnesses and available records	
Action already taken	
Received by / case number	

Appendix D — Personnel acknowledgement

I acknowledge that I have received, read and understood the Vanuatu Eggs Conduct & Ethics Policy. I agree to comply with it, complete required training, ask for guidance when uncertain and promptly report suspected unlawful, unsafe or unethical conduct. I understand that compliance is a condition of my work or engagement with Vanuatu Eggs.

Field	Details
Full name	
Position / organisation	
Signature	
Date	

Related Vanuatu Eggs policies

120. Anti-Bribery and Corruption Policy and Procedures;
121. Work Health and Safety procedures and emergency plans;
122. Biosecurity, animal health, welfare and veterinary procedures;
123. Food safety, quality, traceability and product recall procedures;
124. Environmental management and waste procedures;
125. Procurement, financial delegations and conflict-of-interest controls;
126. Privacy, information security and records-management requirements; and
127. Complaints, investigation and disciplinary procedures.

Legal review note: This draft reflects publicly available information reviewed on 4 August 2026. Vanuatu Eggs should have local counsel confirm the legal references, reporting pathways, employment consequences and final operational requirements before adoption.