



## **Value Card for Coal Indians**

### **Ethical Expectations from Employees of the Company**

- Maintain high ethical standards and honesty.
  - Maintain accountability and transparency.
  - Never frustrate or undermine the policies, decisions and action taken in public interest & maintain discipline in discharge of duties and be liable to implement the lawful orders duly communicated to him.
  - Declare any private interests relating to his public duties and take steps to resolve any conflicts in a way that protects the public interest.
  - Maintain organisation's independence, integrity, dignity and impartiality by not bringing outside influence.
  - Take decisions solely in public interest and use or cause to use public resources efficiently, effectively and economically.
  - Make choices, take decisions and make recommendations on merit alone.
  - Not place himself under any financial or other obligations to any individual or organisations which may influence him in the performance of his official duties.
  - Not misuse his position as public servant and not take decisions in order to derive financial or material benefits for himself, his family or his friends.
  - Act with fairness and impartiality and not discriminate against anyone, particularly the poor and the under-privileged sections of society.
  - Perform and discharge his duties with the highest degree of professionalism and dedication to the best of his abilities.
  - Non-indulgence in any act which has effect of tarnishing image of the company and lower its esteem in public perception.
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