

CODE OF ETHICS

We, the undersigned, hereinafter referred to as “Client”, hereby agree to the following Code of Ethics.

- ◆ The Omnia Services will never be used alone in making a hire/no hire decision since the Omnia Services are designed to complement the interview, reference checks, and other sound hiring practices;
- ◆ The Omnia Services will not be used as the sole or principal cause or excuse for not hiring, transferring, or promoting candidates for hire, termination or cessation of employment;
- ◆ The Omnia Services will be treated as confidential material, and as such will not be further analysed, interpreted, discussed or revealed except with the Subject of the Omnia Services and/or with other Client employees on a “need to know” basis. Client accepts full responsibility for the confidentiality of The Omnia Services sent to it via fax, email or post.
- ◆ Client is responsible for determining and reviewing its own job requirements, qualifications, selection procedures and job-relatedness, and employment procedures and decisions to ensure compliance with all requirements of law.
- ◆ Client is responsible for adhering to the requirements pertaining to the NZ Privacy Act (1993).

This Code of Ethics shall remain in effect with regard to all the Omnia Services furnished to Client. Client shall indemnify and hold OMNIA harmless from liability, damages and expense for any claim of matter deriving from non-compliance with the Code of Ethics.

FEES AND PAYMENT:

1. The client must complete the attached Credit Application and Client Profile.
2. I/we the client agree to pay for services with seven (7) days of an invoice being rendered either by cheque, bankdraft, direct credit or cash.

IDENTIFICATION:

CLIENT NUMBER: 13 –

PROCEDURE: Client hereby names the following as it’s only Authorised User(s):

<u>Name</u>	<u>Title</u>
<u>Name</u>	<u>Title</u>

COMPANY DETAILS:

<u>Company Name</u>		<u>Phone</u>
<u>Street Address</u>		<u>Fax</u>
<u>Postal Address</u>	<u>Post Office</u>	<u>Mobile</u>
<u>City</u>	<u>Country</u>	<u>Email</u>
<u>How did you hear about the Omnia Profile:</u>		

Authorised User Sign Here:

The Omnia Group (NZ) Ltd:

_____ (title) _____

_____ (title) _____

Date: _____

Date: _____

