

Trendway's Covenants of Behavior

We mutually commit to treating each other in a *Respectful, Responsive* and *Reliable* manner.

- 1 Display social courtesy
- 2 Respect confidentiality
- 3 Respect
- 4 Display commitment (responsiveness, timely communication)
- 5 Trust
- 6 Commit to timely, direct and positive conflict resolution
- 7 Display a positive attitude
- 8 Be truthful
- 9 Be open to listening (seek to understand)
- 10 Support each other
- 11 Follow through on plan and commitment
- 12 Communicate effectively and quickly to appropriate people
- 13 Admit when you are wrong
- 14 Accept and support decisions
- 15 Provide others the opportunity to weigh in on decisions that impact them
(Trust and transparency of actions)
- 16 No blame, focus forward
- 17 Treat all employees equally, respect and appreciate differences.
- 18 Create a challenging environment
- 19 Be congruent
- 20 HAVE FUN!