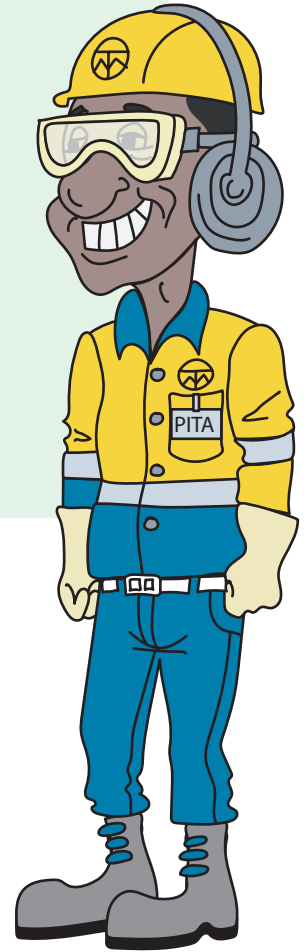


At OTML we own our jobs, we meet our commitments



DO...

- ✓ Keep your word a commitment is a promise, We do what we say we will do.
- ✓ Follow up on what others say they will do. Delegate with controls/checks.
- ✓ Do your best everyday
- ✓ Take pride in our contributions to OTML, WP and PNG
- ✓ Admit mistakes
- ✓ Report progress
- ✓ Provide early warning of problems
- ✓ Respect diversity.



- ✗ Make excuses - near enough isn't good enough
- ✗ Assume others will cover any gaps
- ✗ Be carried by others
- ✗ Just show up
- ✗ Blame others
- ✗ Hide shortcomings
- ✗ Create surprises at the last minute

DO NOT...

