



# THE MARSIAN CODE

Guiding Principles  
for our interstellar journey



Welcome to **Marsie!**

We're here to make a real difference in people's lives with technology and our insights. The following **values** are the heart of this mission, guiding us while we embark on our journey through the cosmos:

## RESPONSIBLE EXPERTISE

Take on challenges and aim for the best.

We're dedicated to mastering our skills and making smart decisions, always learning and growing to deliver top-notch results.

## INTEGRITY

Do the right thing, always.

We stick to the highest ethical standards, act honestly, and take responsibility for our actions. Building trust through integrity is key to our success.

## KINDNESS

Make a positive impact.

In every interaction we create a warm and inclusive culture that boosts creativity and collaboration with our team members, clients and partners, and the communities in which we live and work.

## PEOPLE CARE

Balance work and life.

Our team's well-being is top priority. We encourage a healthy work-life balance so everyone can thrive at work and in their personal lives.

The Marsian Code is our guide to create a culture of responsible expertise, integrity, kindness, and people care. Sticking to these **values** by putting its **principles** into action makes our organization stronger, and helps us achieve our mission.

Let's dive into a first attempt of **The Marsian Code**.

-  **1** Adhere to established standards and best practices.
  - Follow guidelines and procedures set by the team.
  - Complete tasks according to the project management framework to ensure consistency and quality in deliverables.
-  **2** Take responsibility for your actions and commitments.
  - Own up to mistakes and fulfill obligations without excuses.
  - If a deadline is missed, acknowledge the delay and outline steps to mitigate its impact, demonstrating accountability.
-  **3** Communicate effectively and timely.
  - Share information clearly and promptly with relevant parties.
  - Provide regular updates on project progress to ensure stakeholders are informed and can make decisions accordingly.
-  **4** Respond promptly to operational requests.
  - Acknowledge and address requests for assistance or information timely.
  - Promptly reply to emails or messages to prevent delays and keep workflows efficient.
-  **5** Collaborate effectively and share knowledge.
  - Cooperate with colleagues, sharing expertise and supporting each other's success.
  - Offer assistance to a team member struggling with a task to foster a collaborative environment and improve overall project outcomes.
-  **6** Prioritize punctuality and attendance.
  - Be on time for meetings, appointments, and deadlines.
  - Arrive promptly in team meetings to demonstrate respect for colleagues' time and ensure conversations start on schedule.
-  **7** Respect the availability, time, and well-being of your team.
  - Be mindful of individual schedules, work-life balance, and overall well-being.
  - Schedule meetings during reasonable hours, consider different time zones, avoid last-minute requests, and ensure team members can take days off on national holidays or exchange them for days that better suit their personal needs.

We believe in the power of innovation  
for positive change.

Let's embrace **The Marsian Code** as our guide,  
pushing boundaries,  
and leaving a lasting legacy together.



**MARSIE**