

TECH-TRENDS LTD ETHICAL POLICY

Introduction

The Director's have agreed that the Tech-Trends Ltd shall perform it's business to the highest ethical standards. To support this requirement, ethical policy guidance will be provided . This will be provided by means of a document describing key principles and a referral process to enable staff to undertake their activities in a framework of the highest ethical standards. The following ethical principles shall apply to all provide guidance to all persons acting for or on behalf of the company in the operation of it's business and activities.

Ethical Policy Principles

The aim of Tech-Trends Ltd is to strive for excellence while adhering to strong ethical principles. In pursuit of this, staff should ensure they act ethically in all activities they undertake for the company. In particular, staff should adhere to the following principles:

- No gifts or donations shall be accepted where the effect or intent would be to affect the impartiality of the Tech-Trends Ltd. In general, only gifts or entertainment of nominal value shall be accepted by company staff.
- Staff shall not act in any way that is to the detriment of the company as a whole, and in terms of legal obligations strive to meet best practice, rather than minimum acceptable, in all activities.
- Tech-Trends Ltd shall provide clear and accurate acknowledgement of contributors and sponsors of events, workshops, seminars, technical papers and related activities.
- Tech-Trends Ltd will use its best endeavours to ensure that all activities and services are accessible to all patrons. The company will always listen to bona fide suggestions and concerns with respect to accessibility and seek to incorporate any necessary changes.
- In undertaking their activities, Staff shall act in the best interest of Tech-Trends Ltd and it's Clients.

Support to Staff

Support shall be provided to staff to assist in the implementation of the ethical policy. This shall be provided in the form of:

- An ethics guidance policy providing details of ethical practices.
- A referral procedure for staff in the event that guidance is required for difficult or unclear situations.
- Training workshops to clarify and reinforce the objective of adhering to strong ethical principles.

Signed:



Name: Paul Palmer Position: Director

Date: 18 August 2011