

Code of Ethics

Preamble

The present code is made of a set of ethical rules applicable to the organisation and holding of work by the users' network «**inform-e.net**».

It is used as the legal reference for the relationships between the organisms, companies and persons participating to the users' network **inform-e.net**. It states the rules that they commit to respect in their professional relationships and in the application of their work.

The users' network **inform-e.net** encompasses all the organisms, companies, public entities, international organisations, NGOs and other organisations registered in the database **inform-e.net** and only those.

The users' network **inform-e.net** is available on the internet at the following address **www.inform-e.net**. It is entirely public, and accessible entirely right after sharing one or several skills in the database upon registration

1. Definitions

The persons, companies, public entities, international organisations, NGOs and other organisms registered in the database **inform-e.net** are called "Users".

Any person, society, public entity, international organisation, NGO or other organism providing one or several services for the financial support and promotion of the users' network **inform-e.net** is called "Partner". The Partners are not necessarily participants to the Network « **inform-e.net** ».

2. The Network's operations

The present Code establishes a set of working ethical rules that each User commits to respect in its relationships with the other Users of the **inform-e.net** Network.

In case of non-respect of one or several of these rules by a User in the relationships with another User, whoever is prejudiced by the consequences undertaken can use the present Code as a reference for the negotiations, mediation, or as an argument to defend him/her/itself against the User at fault.

The users' network **inform-e.net** can call to order whoever does not respect the rules of the present Code, and demand that he/she/it puts an immediate end to the wrong behaviour. In extreme cases, it can be excluded from the users' Network.

3. Attitude and individual behaviour

Each User commits to adopt a loyal, professional and responsible behaviour, in the relationships with other Users of the Network **inform-e.net**, by respecting the following principles, among other things:

- sense of responsibilities ;
- professional consciousness ;
- respect of the rule book
- work done with care and diligently ;
- precise, direct and honest communication ;
- respect of individuals ;
- spirit of independence ;
- flexibility et adaptation skills ;
- loyalty in business;
- full transparency in its participation to the Network **inform-e.net**.

4. Confidentiality and intellectual property

In all actions and enterprises that will be undertaken with Users or Partners of the Network **inform-e.net**, each user and Partner commits to respect the strictest confidentiality on any business secret and any confidential information that it could have come across in this context.

Each User and Partner also commits to respect the property of ideas, concepts, plans, projects, working methods, means deployed and, generally speaking, any business secret it could have learnt about its Users or other Partners in this context.

It forbids itself to use contacts or information of another User or Partner without their previous agreement.

5. Fundamental respect

Each of the User commits to answer as soon as possible to the requests of another User. He particularly commits to provide services and, if applicable, to charge them in an appropriate and transparent way, according to what has been established.

Each User forbids itself to harm or compromise other Users by spreading information which is contrary to the truth, by denigrating or by adopting by any other way any behaviour contrary to loyalty or respect of the truth. Each User commits, on the contrary, to respect the good image of the quality of services provided by other Users.

The Users commits to inform their partners with whom they work of any temporary incapacity to work and which could delay the execution of their contractual obligations as soon as possible (including illness, holidays, military service, changes of structure, moving, discontinuance of business).

Each of the Users develops towards its associates and its network of intermediaries the sense of a professional behaviour, in a spirit of respect of the commitments taken and the contractual delays, and in a spirit of service and respect towards the present Code.

6. Mutual help

Each Partner commits to foster the development of the Network **inform-e.net** according to its means (« **Best Effort** »).

Users can seek funding for the public activities they organised in the framework of the Network **inform-e.net**, with anyone who respects or commits to respect the ethical framework set by the present Code. More particularly, no financial contribution of the users can be sought, other than the payment of the price of its participation to the development of the common project.

7. Common development

Example: User « The Meal », for year 2017, supports the actions in Mali of the association IBIKaSo aiming to promote the growing of indigo and encouraging the permaculture techniques, through a cooperative.

8. Ecology and respect of the environment

Each of the Users commits to develop its activities according to the principles of ecology and environmental respect.

This endeavour results in, as much as possible, by the usage of recyclable components in their projects, and by the attention put on waste recycling, such as paper, batteries, PET, glass, aluminium, and especially diminishing all the harmful carbon monoxide emissions. In this spirit, it will propose local and seasonal food products to the partners.

The Users commit to respect sustainable development in the framework of their projects, and when choosing their working tools, by trying their best to use free licensed solutions and technologies.

The term « free licensed » stands for licenses which, contrary to private licenses, offer freedom to the user, provided that they respect certain conditions for copying, modifying or spreading the tool or product under the license.

9. Collaboration

The collaboration between Users will, each time, be written in a collaboration agreement, which will respect both the letter and the spirit of the present Code. Each Partner is authorised to point out that it participates to the Network **inform-e.net**, according to the present Code.

10. Mediation and help for conflict resolution

In case of conflict between two Users, each of the Users involved commits to favour the conflict resolution by the use of mediation, in the respect of the foundations described in the chapter called "Attitude and individual behaviour" of the present Code.

They will at least agree on an attempt of mediation on the occasion of a meeting hold in a neutral place (other than the parties' offices; examples: conference centre, restaurant, etc.)

Each User has the right to ask for the presence of a third party as a mediator during the meeting, to facilitate the conflict resolution. If a User wants to exercise this right, it informs the other User and tries to agree with it on the person as mediator. If the two Users cannot agree on the person as mediator, each of the Users name a mediator, and the two mediators so named choose a third person as president, the mediation organ thus being composed of these three persons.

The mediator, respectively the mediation organ, tries its best to bring the two Users to an agreement, by applying, besides the present Code and the individual conditions between the two Users, the legal requirements regulating their contractual relations, by fairly taking into account the interests at stake.

If no agreement can be found during the mediation attempt, each of the Users is free to present its claims in front of the competent jurisdiction.

11. Responsibilities

The Association « Un repas pour notre avenir», editor of the present Code and founder of the Network « inform-e.net », is not responsible for the quality or the personal and professional attitude of the Users, or for the way they handle their relations. Neither the Present Code, nor the Association « Un repas pour notre avenir», guarantee the quality of the services provided by the Partners of the Network « inform-e.net »; the Code is used only as a legal and ethical common reference, so as to facilitate the business relations between all the Users.

Each User is itself responsible for its actions or omissions. Each User is responsible for the good application of the present Code for itself.

The declarations made and the contracts concluded by the Users bind them only, and cannot bond the Association « Un repas pour notre avenir» or the Network « inform-e.net ». The Users are the sole responsible for the content of information they publish, including the information they gave for the Network « inform-e.net » website, or when they point out their participation to the Network « inform-e.net ». The Users commit to discharge the Association « Un repas pour notre avenir» and the Network « inform-e.net » of any responsibility and/or claims by a third party regarding these.

Legal notice

The present code of ethics used to regulate the Network « inform-e.net » is an element of a modified and adapted copy by the Me Philippe Currat Study, barrister in Geneva (www.philippecurrat.ch), of the free licensed system created by <http://www.kalix.ch>. The free license regulating the present document allows anyone to copy, modify and/or hand it out, provided that the rules of the aforesaid license are respected, and that the present notice appears on each copy of the document. The official Free License Kalix is available at the following address: <http://www.kalix.ch/licence>. The modified and adapted to the Network « inform-e.net » version is available at the address: www.inform-e.net, as a PDF link under the section "How it works".

Read and approved by

Place :

Date :

Signature :