

BUSINESS ETHICS

1.0 INTRODUCTION

Bee Lighting is committed to protecting employees, partners, vendors, and the company from illegal or damaging actions by individuals, either knowingly or unknowingly. When Bee Lighting Ltd addresses issues proactively and uses correct judgement, it will help set us apart from competitors.

Bee Lighting will not tolerate any wrongdoing or impropriety at any time. Bee Lighting Ltd will take the appropriate measures and act quickly in correcting the issue if the ethical code is broken.

PURPOSE

The purpose of this policy is to establish a culture of openness, trust and to emphasise the employee expectation to be treated fair. This policy will serve to guide business behavior to ensure ethical conduct. Effective ethics is a team effort involving the participation and support of every Bee Lighting Ltd employee. All employees should familiarise themselves with the ethics guidelines that follow.

SCOPE

This policy applies to employees, contractors and temporary workers.

All of the BDP Policies contribute to upholding this Business Ethics Policy.

2.0 Business Commitment to Ethics

- The Directors at Bee Lighting must set a prime example. In any business practice, honesty and integrity must be top priority.
- The Directors welcome suggestions and concerns from employees. This will allow employees to feel comfortable discussing any issues.
- Bee Lighting will maintain accurate and complete Financial Records compliant with legal and regulatory requirements.
- Bee Lighting values and protects its intellectual property (IP) and respects the IP rights of others. All employees must safeguard company designs and any proprietary information from unauthorized use or disclosure.
- Bee Lighting prohibits the use or distribution of counterfeit parts.
- Bee will compete fairly and ethically in all markets, complying in competition and anti-trust laws.

2.1 Conflict of Interest

The Directors has a duty to ensure that the integrity of the decision-making processes are maintained by ensuring that they and other members are free from conflict or potential conflict in their decision making.

2.2 Disclosure of Information

Bee Lighting values transparency and honesty in all communications with employees, customers and suppliers. Confidential information must only be shared with authorised people and handled in accordance with Data Protection and Confidentiality Policies and applicable legislation.