

SARDINA

Code of Ethics

INTRODUCTION

Sardina Systems Code of Ethics and Professional Conduct explains behavior expectations for employees and leadership team. High ethical standards are crucial to maintain a trustful relationship with customers and partners. These principles apply to all team members independent of their geographical location and job position.



INTEGRITY



COMMITMENT TO EACH OTHER



VALUE TO THE CLIENT



INTEGRITY

PROFESSIONAL COMMITMENT

Members must perform and deliver their duties in an ethical and professional way. We expect staff members to pursue professional development in their field/domain to maintain and improve high work standards. Use professional expertise to the benefit of Sardina Systems and be open to new ideas and approaches that favor the company's general welfare.

INDEPENDENCE AND IMPARTIALITY

Members must strive for independence and impartiality in their professional activity. They must not accept or offer gifts if there is a chance that it may compromise their independence and put them in an ambiguous position. If you are uncertain whether a gift or other business amenity may be accepted, notify a Sardina System responsible.

MISCONDUCT

Members must comply with the rules of the code of ethics.

Unprofessional behavior such as fraud, dishonesty and deceit are not accepted and will be punished. Members' conduct must not harm their professional reputation and integrity.



COMMITMENT TO EACH OTHER

RESPECT IN THE WORKPLACE

Members must treat each other with respect and courtesy. Sardina Systems created a comfortable and friendly environment to work in. Everybody is a valuable team member and will not tolerate any disrespectful behaviour, discrimination or bullism. We will not always agree with each other but it is no excuse to disrespect, but to handle others opinions with constructivity.

LOYALTY TO THE EMPLOYER

Members must act for the benefit of their employer and use their skills and knowledge to pursue the company's goals. Members must not divulge any confidential information or engage in any activity that may harm the company.

CONFLICTS OF INTEREST

It is the company's responsibility to avoid situations of conflicts of interest. Personal interests should never be put ahead of the interests of the company, clients, colleagues, profession or the public.



VALUE TO THE CLIENT

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LOYALTY TO THE CLIENT

Members have a duty of loyalty to their clients and must act with reasonable care and exercise prudent judgment.

CONFIDENTIALITY

We treat information with confidentiality and do not reveal former, current and future customers information. Before engaging with a customer an NDA is signed, and it is Sardina's responsibility to handle the information privately.

FAIR BUSINESS PRACTICES

Staff members must deal fairly with customers, partners and other market players. Do not provide any deceitful or false information. We receive payment that reflects our product value and is considered fair by our clients.

We respect our competitors and do not compete unfairly with them.

SARDINA