

Cambio Ltd - Code of Ethics and Professional Conduct -- v7 Apr 2025

Scope: all staff and directors

Be patient and courteous.

Be inclusive. We welcome and support people of all backgrounds and identities. This includes, but is not limited to members of any sexual orientation, gender identity and expression, race, ethnicity, culture, national origin, social and economic class, educational level, colour, immigration status, sex, age, size, family status, political belief, religion, and mental and physical ability.

Be considerate. We all depend on each other to produce the best work we can as a company. Your decisions will affect clients and colleagues, and you should take those consequences into account when making decisions.

Be respectful. We won't all agree all the time, but disagreement is no excuse for disrespectful behavior. We will all experience frustration from time to time, but we cannot allow that frustration become personal attacks. An environment where people feel uncomfortable or threatened is not a productive or creative one.

Choose your words carefully. Always conduct yourself professionally. Be kind to others. Do not insult or put down others. Harassment and exclusionary behaviour aren't acceptable. This includes, but is not limited to: - Threats of violence. - Discriminatory jokes and language. - Sharing sexually explicit or violent material via electronic devices or other means. - Personal insults, especially those using racist or sexist terms. - Unwelcome sexual attention. - Advocating for, or encouraging, any of the above behaviour.

Repeated harassment of others. In general, if someone asks you to stop something, then stop. When we disagree, try to understand why. Differences of opinion and disagreements are mostly unavoidable. What is important is that we resolve disagreements and differing views constructively.

Our differences can be our strengths. We can find strength in diversity. Different people have different perspectives on issues, and that can be valuable for solving problems or generating new ideas. Being unable to understand why someone holds a viewpoint doesn't mean that they're wrong. Don't forget that we all make mistakes, and blaming each other doesn't get us anywhere.

Instead, focus on resolving issues and learning from mistakes.

Anti-Corruption ((bribery, conflict of interest, money laundering and fraud): Cambio a zero tolerance policy on corruption and has trained 100% of employees in it. Annual training will be required thereafter.

Anti-Competitive Practices (bid rigging, price fixing, predatory pricing and dumping, and territory allocation with competitors): Cambio has a zero tolerance any anti-competitive practices. All staff are required to sign this policy to indicate their understanding and commitment to this.

Responsible Management of Information: please see our privacy policy and our GDPR Data protection policy

Reporting:

The following will be reported annually:

By signing this document, I confirm that I have read and understood it: [Jonathan Dean- Electronic]_

Name: __Jonathan Dean, Managing Director__ Date: __16th April 2025__

1. Date last audited accounts -- 31.3.2024
2. Number of breaches of this policy -- Zero
3. Number of GDPR breaches -- Zero
4. Training undertaken by company members (with dates) -- No new training since the introduction of this policy on 16.4.2025

By signing this document, I confirm that I have read and understood it: [Jonathan Dean- Electronic]_

Name: __Jonathan Dean, Managing Director__ Date: __16th April 2025__