

Glossary – Ethics Charter

Company Assets

All tangible and intangible assets owned by the company, including patents, trademarks, customer lists, sensitive business information, IT infrastructure, etc. Their use must remain professional and comply with the Ecosystem's rules.

IT Resources Use Policy

An internal document setting out the rules applicable to the use of the Ecosystem's IT equipment and networks, ensuring secure and ethical use.

Code of Ethics

A set of principles and behaviors that each employee undertakes to uphold in the performance of their duties, in line with the Ecosystem's values: integrity, loyalty, respect, and transparency.

Communication with Third Parties

Any interaction with the media, social media, investors, or regulatory authorities must be conducted only by authorized individuals, with due regard for transparency and compliance with legal obligations.

Fair Competition

The principle whereby Alan Allman Associates undertakes to operate in its markets without engaging in anti-competitive practices or unlawful agreements, while respecting free competition.

Confidentiality

The obligation for all employees to protect non-public information concerning the company, its partners, and its clients, including after the end of their employment or contractual relationship.

Conflict of Interest

A situation in which an employee's personal interests could conflict with those of the company. Any potential conflict must be disclosed and managed transparently.

Whistleblowing

A mechanism enabling employees to report, in complete confidentiality, conduct that is contrary to the principles of the Charter, either through their line management or to the Compliance Officer.

Insider Trading

The use or disclosure of inside information for personal gain before its official publication. Strictly prohibited and subject to sanctions.

Discrimination

Any unjustified distinction based, in particular, on gender, religion, origin, sexual orientation, or disability.

Harassment

Any form of pressure, intimidation, or offensive behavior, whether sexual or moral in nature.

Integrity

A core value of the Ecosystem, encompassing honesty, ethical conduct, and the absence of fraudulent or corrupt behavior in all professional interactions.

Environmental Protection

The Ecosystem's commitment to reducing the environmental impact of its activities and complying with applicable environmental regulations.

Personal Data Protection

A commitment to respecting the privacy of employees and third parties by ensuring the confidentiality and security of the personal data processed.

Respect for People

A fundamental principle requiring every individual to be treated with dignity and without discrimination, in a safe and fair working environment.

Corporate Social Responsibility

A commitment to making a positive contribution to society and the environment beyond legal requirements, through responsible and ethical business practices.

Occupational Health and Safety

A commitment to ensuring a healthy and safe working environment for all employees, in compliance with applicable regulations.

Use of Company Resources

A rule requiring the company's tangible and intangible resources to be used exclusively for lawful professional purposes.