



Ethics – February 2025

Overview

With principles that directly influence every aspect of our mission, our values are the core of our identity and behaviour. They serve as the foundation of ethical entrepreneurial conduct.

Organisations, starting with the leadership, play a vital role in setting and promoting ethical standards and best practices. The Master, Wardens, and the Court bear the responsibility for not only establishing the Company's ethics, values, and standards but also ensuring that obligations to all stakeholders are fulfilled

These responsibilities include:

- Defining and documenting the ethics and values of the Company, its committees and freemen.
- Putting these into daily practice.
- Understanding the ethical issues that impact the Company, its mission, and its activities.
- Ensuring the Company can demonstrate adherence to its stated ethical values.
- Undertaking any necessary training to perform their duties effectively.
- Ensuring that neither the Company nor its mission is brought into disrepute.

Intention

Below are basic guidelines aimed at ensuring the Company adheres to both the ethics and values that guide its conduct and behaviour.

Policy Guidelines

As the Master, Wardens and Court (including staff), we dedicate ourselves to carrying out the Company of Entrepreneur's mission, by doing the following:

1. Recognising that our prime objective is at all times to serve the best interests of our freemen, staff, stakeholders and communities.
2. Taking responsibility for keeping apprised of emerging and relevant issues, and conducting ourselves with professional competence, fairness, impartiality, efficiency, and effectiveness.
3. Keeping our freemen, stakeholders and communities informed about issues affecting them.
4. Conducting our duties with proactive leadership exemplified by open communication, creativity, dedication, and compassion.
5. Exercising whatever discretionary authority we have to carry out the Company's stated purpose.
6. Serving with respect, concern, courtesy, and responsiveness.



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7. Demonstrating the highest standards of personal integrity, truthfulness, honesty, and fortitude in all our activities.
8. Avoiding interests or activities that create conflicts with the conduct of our morale, legal and other duties.
9. Respecting and protecting privileged information to which we may have access in the course of our duties as members of the Court of the Worshipful Company of Entrepreneurs.
10. Striving for personal and professional excellence and encouraging the developments of others.

Actions

If any Court member feels that they, the Company, or another Court member has an ethical issue, they must raise said real or perceived issue at the subsequent Court meeting.

In the event that the Court or committee has agreed that the matter should be pursued, the following steps are to be followed.

- Committee refers matter to Court.
- Whether received directly or via committee, the Court appoints a specific taskforce to review said ethical issue
- Taskforce to
 - Identify the ethical issue
 - Collect all the relevant information
 - Evaluate the information
 - Consider all the options to address the issue
 - Recommend a route forward to the Court
- Court to approve and action or return for further consideration.

Note: That Court Minutes of meetings should record the above sequence of events and reflect when a Court member discloses.

Review

This policy should be reviewed by the Court every 2 years, or when deemed appropriate.