



## **SWF Ethical Policy**

**Scottish Women's Football** will conduct its business honestly and ethically wherever we operate in the world. We will constantly improve the quality of service, products and operations and will create reputation for honesty, fairness, respect, responsibility, integrity, trust and sound business judgement. No illegal or unethical conduct on the part of officers, directors, employees or affiliates is in the company's best interest. SWF will not compromise its principles for short-term advantage. The ethical performance of the Association is the sum of ethics of the men and women working for SWF or its affiliates. Thus, we are all expected to adhere to the same high standards of personal integrity.

Officers, Directors and Employees of the Association must never permit their personal interests to conflict, or appear to conflict, with the interests of the Association, its members or affiliates. Officers, Directors and Employees must be particularly careful to avoid representing SWF in any transaction with others with whom there is any outside business affiliation or relationships. Officers, Directors and Employees shall avoid using their Association contacts to advance their private business or personal interests at the expense of the Association, its client and affiliates

No bribes, kickbacks or other similar remunerations or consideration shall be given to any person or organisation in order to attract or influence business activity. Officers, Directors and Employees shall avoid gifts, gratuities, fees, bonuses or excessive entertainment, in order to attract or influence business activity.

Officers, Directors and Employees of SWF will often come into contact with, or have possession of, proprietary, confidential or business sensitive information and must take appropriate steps to assure that such information is strictly safeguarded. This information – whether it is on behalf of our company or any our members or affiliates – could include strategic business plans, operating results, marketing strategies, customer lists, personal records, new investments, processes and methods. Proprietary, confidential and sensitive business information about the company, other companies, individuals and entities should be treated with sensitivity and discretion and only be disseminated on a need-to-know basis.

Misuse of material inside information in connection with trading in the company's securities can expose an individual to civil liabilities and penalties under the [ACT] under this Act, Directors, officers and employees in possession of material information not available to the public are "insiders". Spouses, friends, suppliers, brokers and others outside the company who may have acquired this information directly or indirectly from a director, officer or employee are also "insiders" The Act prohibits insiders from trading in, recommending the sale or purchase of, the companies securities, which such inside information is regarded as "material", or if it is important enough to influence you or any other person in the purchase of sales of securities of any company with which we do business, which could be affected by the inside information.