THE INTERNATIONAL FEDERATION OF ESSENTIAL OILS & AROMA TRADES

Code of Conduct
IFEAT Members

As a Member of the International Federation of Essential Oils and Aroma Trades Limited (IFEAT), we agree to abide by the provisions contained in this document.

The International Federation of Essential Oils and Aroma Trades (IFEAT) functions as a Limited Company, incorporated under the laws of the United Kingdom, Company Registration No. 1369368. IFEAT's Vision is to be the world's leading platform for aroma trade – bringing together people, businesses and opportunities to create lasting value for every Member. We will enhance Members' value in everything that we do by: Providing exceptional experiences at conferences and networking events, bringing IFEAT to all regions, championing best practices and processes, investing in science, advocacy, knowledge and capability building, and collaborating with stakeholders across boundaries.

The IFEAT membership includes all trades, businesses and professions, wherever in the world carried out, directly or indirectly connected with, interested in or affected by the extracting, refining, manufacturing, producing, preparing, preserving, carrying, packaging, keeping, warehousing, storing, buying, selling, advertising of or disseminating information with regard to essential oils and aroma chemicals, their components by-products and derivatives. The above will be considered the 'Industry' of IFEAT.

<u>As a Member of IFEAT – we agree to the following:</u>

1. To be engaged or interested in, either directly or indirectly, the industry of IFEAT.

2. IFEAT principally exists for the betterment of the industry, rather than for the benefit of the individual Member.

3. To abide by the provisions of IFEAT Articles of Association, as may be amended and updated from time to time.

4. To maintain good business practices with regard to colleagues, clients or suppliers in the industry of IFEAT. The practices shall include but not be limited to timely payment of financial obligations, as well as timely supply, resulting from either sale

or acquisition of products, as outlined in written documentation which has been agreed by both parties to the sale or acquisition.

5. To register for any IFEAT events that we attend or in which we participate in any way.

6. Our company is currently solvent.

7. We agree to just and honourable practice in the conduct of business and to suppress malpractice. We agree to comply with laws, regulations and guidance notes issued by any regulatory authority, including environmental protection laws, and we will at all times conduct our business with our customers, suppliers, and the public generally so as to uphold the good standing of the Federation. We agree to implement best practices generally as a Member of IFEAT in good standing, in all aspects of our work in the industry of IFEAT.

8. We have read and understand the current IFEAT Articles of Association.

9. As a Member of IFEAT, we have read, understand and agree to the terms of the IFEAT Conciliation Service.

9.1 We acknowledge and agree that IFEAT provides a Conciliation Service to assist in resolving disputes between Members relating to alleged breaches of good business practices within the Industry.

9.2 IFEAT will ensure that the Conciliation process is conducted in a confidential, fair, transparent and impartial manner.

9.3 If a Member fails to participate in the Conciliation process, to provide requested information, or to engage constructively, such failure shall constitute a breach of this Code of Conduct.