

## Ethical Policy

CAMP IN LABS FOUNDATION / FONDATION CAMP ENLABOS, is a non-profit organization registered in Canada and Quebec, with its headquarters located in Montreal. For the purpose of this document, the organization will be referred to as “The Foundation”.

**Team Members:** All individuals associated with and working for the Foundation, including directors, managers, coordinators, board members, staff, employees, contractors, engineers, developers, designers, partners, advisors, coaches, teachers, mentors, interns, volunteers, and students, are considered “**Team Members**” of the Foundation.

**Mission and Values:** The Camp In Labs Foundation is committed to training, inspiring, empowering, and supporting the next generation of educators, mentors, engineers, inventors, scientists, entrepreneurs, and business leaders who will contribute to a more sustainable, efficient, resilient, and happy world. Our core values include honesty, integrity, respect, diversity, social responsibility, and environmental responsibility.

### Ethical Principles :

All “**Team Members**” of “**the Foundation**” are expected to adhere to the following ethical principles:

1 **Honesty:** We will be truthful, honest, and transparent in all our communications and dealings with stakeholders.

2 **Integrity:** We will uphold ethical standards and avoid any conflicts of interest that may compromise our integrity.

3 **Confidentiality:** We will protect the confidentiality of personal information and respect the privacy of individuals.

4 **Respect:** We will treat all stakeholders with respect and dignity, regardless of their race, gender, religion, or other personal characteristics.

5 **Diversity:** We will promote diversity and inclusion in all our activities and respect the cultural differences of our stakeholders.

6 **Fairness:** We will be fair and just in our interactions with each other and all our clients, and stakeholders.

7 **Social Responsibility:** We will act in a socially responsible manner, striving to make a positive impact on society and the environment.

8 **Environmental Responsibility:** We will promote environmental sustainability in our plans, operations, and activities. This could include reducing the use of paper, promoting energy efficiency, minimizing waste, and in general contributing to a healthier and more sustainable future for all.

### **Donations and Fundraising: The Foundation will:**

- 1 Accept donations only from sources that are aligned with our values and mission.
- 2 Ensure transparency in our fundraising activities and financial reporting.
- 3 Use donated funds only for the intended purposes and in accordance with our values and mission.

### **Conflict of Interest: The Foundation will:**

- 1 Disclose potential conflicts of interest and take appropriate measures to manage and resolve them.
- 2 Avoid any actions or decisions that may benefit individuals or entities at the expense of our mission and values.

### **Data Privacy and Security: The Foundation will:**

- 1 Protect the privacy and security of personal information and sensitive data.
- 2 Comply with applicable laws and regulations related to data privacy and security.

**Environmental Sustainability: The Foundation** will:

- 1 Promote environmental sustainability and responsible use of natural resources.
- 2 Strive to reduce our carbon footprint and minimize waste in our operations.

**Equality, Diversity, and Inclusion (EDI):** To ensure creating

growth and development opportunities for everyone **The Foundation** is committed:

1 Equality: The foundation should ensure that all individuals have equal access to opportunities, resources, and benefits, regardless of their race, gender, ethnicity, sexual orientation, religion, or disability.

2 Diversity: The foundation should ensure that it will actively be seeking out and engaging with diverse communities.

3 Inclusion: The foundation should promote a diverse and inclusive environment that values and respects the differences among individuals.

**Supporting Underrepresented and Underserved Groups:** The **Foundation** is committed to serve all underrepresented and underserved groups particularly:

- 1 Women & Girls
- 2 Students and entrepreneurs with disabilities
- 3 Indigenous students and Indigenous entrepreneurs
- 4 Students and entrepreneurs who are facing economic challenges
- 5 Students and entrepreneurs from other minority groups or underserved communities

We are committed to promoting inclusivity, diversity, and equal opportunities for individuals from these groups. Our programs and initiatives aim to bridge the gaps and provide support, resources, and opportunities for their personal and professional growth.

**Camp In Labs Foundation** strives to create an inclusive and equitable environment where everyone can thrive and contribute to the fields of technology and innovation. By prioritizing the needs of underrepresented and underserved groups, we aim to create a

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more diverse and inclusive landscape that reflects the richness of talent and potential within our society. Together, we can foster an environment that embraces diversity and empowers individuals from all backgrounds to pursue their passions and achieve success.

### **Compliance: The Foundation** will:

- 1 Comply with all applicable laws, regulations, and ethical standards.
- 2 Maintain accurate financial records and ensure compliance with tax laws and reporting requirements.

### **Review and Evaluation: The Foundation** will:

- 1 Regularly review and evaluate our ethical policies and practices to ensure they align with our mission and values.
- 2 Seek feedback from stakeholders, and all “**Team Members**” and make necessary updates and improvements.

### **Conclusion**

By adopting this ethical policy, Camp In Labs Foundation aims to uphold the highest ethical standards in all our activities and earn the trust and confidence of our stakeholders.