

CODE OF CONDUCT (Form II)

Introduction

The Communications Association of Hong Kong (formerly known as Internet & Telecom Association of Hong Kong) is incorporated in Hong Kong under the Companies Ordinance for the purpose of applying discipline to the Members of the Association to maintain high standard of business and professional ethics and to discourage and suppress mal-practices that may be harmful to the telecommunications industry as well as to the business, community and public at large. All Members shall contribute to the long term development and profitability of the trade. To achieve that, Members are expected to apply the highest ethical standards in the pursuit of their business goals. This is to ensure that individual companies as well as the Hong Kong business community continue to enjoy the trust and confidence of investors and customers. This Code of Conduct sets out the broad standards of behavior expected of Members and of their employees.

Compliance with Law

All Members shall conduct their business in strict accordance with the laws of Hong Kong and laws of foreign countries where they have a business interest.

Honest and Fair Dealings

The Association supports and promotes honest and fair dealings with members of the trade, customers, suppliers and contractors. Members should not seek unfair advantage over other members of the trade or publicly disparage their business. In competing for business, Members shall refrain from engaging in or conducting any unethical or dishonest practices such as offering illegal commissions. In dealing with suppliers and contractors, Members should aim at developing and securing long term relationship based on mutual trust. The hire of services and the purchase of goods should be based solely upon price, quality and need.

Quality Products and Good Customer Service

Member of the Association should provide customers with products that meet high standards of safety, quality and reliability which represent value for money. Members should also take full responsibility if not meeting these required standards. Members should seek to provide efficient and courteous of customer service to maintain customer satisfaction and co-operation. Members should keep customers informed of the truth about the company's capabilities and avoid misrepresentation, exaggeration and overstatement.

Occupational Health and Safety

Members of the Association should be committed to ensure the health, safety and welfare of their employees. Members shall comply with all occupational health and safety laws and provide all employees with good and safe conditions of working environment.

Environmental Policy

Care for the environment is one of the Association's main concern. Members' environmental policy should aim at manufacturing, handling and disposing all materials in compliance with present laws and regulations and in a responsible manner without creating risks to human health or the environment.

Community Activities

The Association encourages Members to participate in community and civic affairs. Members are encouraged to contribute to charities and/or fund-raising events. The Association shall not make any illegal or improper payment or contribution to any public official, person or entity for the purpose of seeking improper advantages.

Compliance with the Code of Conduct

It is essential for Members to be aware that any breach of the Association's code may lead to disciplinary action and the Member concerned may also have committed an offense liable for criminal prosecution. Any complaints on possible breach of this code can be made to the Chairman of the Association, with telephone number: 2504-2732 or fax number : 2504-2752 and will be treated promptly and fairly. To ensure compliance, Members of the Association should ensure their employees are familiar with this code. Members are urged to formulate similar codes for their employees for the benefit of the company.

Endorsed and accepted by:

Authorized Signature with Company Chop

Date: _____

Company Name

Name: _____