

### **Declaration of honor**

1. I truthfully declare that I have a legal capacity as far as national trade law is concerned and that I am fully committed to the code of ethics and professional principles of my interest representation.
2. I truly declare that, in addition to the abovementioned legal capacity, I have solid training in my field of expertise and can demonstrate a solid practical experience.
3. I undertake to keep my qualification as an experienced practitioner in regular up-to-date knowledge of interdisciplinary education and training courses.
4. I agree, that customers can take a look at the documents at the arbitral tribunal, which document my further education steps as well as my education comprehensively at any time.
5. I commit myself to the criteria
  - a. social competence,
  - b. the didactic ability
  - c. and the professional quality of my services
  - d. as well as their strict focus on practicability,which have been confirmed to me through the evaluation by my clients and in the admission procedure, to maintain this same level for the entire period of validity of my certification and in all projects offered and realized by me.
6. Upon placing the order, I undertake to strictly adhere to the procedure which has been established exclusively for certificate holders:
  - a. Comprehensive, independent acquisition of information about the starting position of the client, has been determined.
  - b. Serious and as objective as possible advice to the client about the selection of those measures that seem sensible and efficient for the specific request or project.
  - c. Clear and comprehensible definition of the overall goal together with the client and joint definition of targets and (if possible) success criteria for the individual interventions or training steps.
  - d. Agreement of all measures and initiatives to be taken by the client himself in order to ensure full success.
  - e. If necessary, an evaluation as well as evaluation and transmission to the client at the latest at the end of the project.
7. I declare that I do not incorporate personal preferences or aversions when implementing the stated mission objectives, but always prioritize the task of unbiased perspective and objective assessment that distinguishes external specialists.
8. I undertake not to forward any information entrusted to me to third parties without the consent of the client.
9. In principle I confess to secrecy about confidential information and personal details of contractors, as well as to any third parties.

10. I am aware that - in the interest of the trust that is linked to such a duty of confidentiality - the person / s to be informed comprehensively before the start of the project about all contractually agreed information obligations of the project.
11. I have full personal responsibility for ensuring that all of the people I use to carry out projects adhere to the principles in this statement as I do, regardless of whether they are employees, freelancers / inside or independent third parties.
12. I expressly agree to submit to an arbitral tribunal in the event of an official complaint by clients, clients, trainees or other persons who cast doubt on my professional ability, that my qualification as a professional as well as will check compliance with all the principles I have signed in this statement of honor.
13. I acknowledge that it is within the discretion of the above-mentioned Arbitration Tribunal to recommend a cancellation of my ISO Certificate, on the condition that there is a proven violation of the principles of this Declaration or by conduct that is inconsistent with the relevant Code of Ethics.
14. I acknowledge that my ISO certification is valid for three years from the date of issue and automatically expires after this time if I do not take on my own responsibility and unsolicited at the latest on expiry of a renewed certification. The exact expiration date is known to me. It is also known to me that certifications are carried out by the authorized person certification bodies and that the exact time for this is made known in good time by the personal certification body.
15. I undertake to comply with this declaration of honor in every offer that I make. I do this to ensure the quality of my work for my clients.

I have diligently read the principles listed here and declare with mine  
Signature that I fully agree with all 15 listed here.

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Place, Date

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Signature