



## Rules and Regulations Holland House Mexico

Any member and/or user of Holland House Mexico (HHM) services, provider or otherwise affiliated person to Holland House Mexico is compelled to accept the terms and conditions stated in this document. That is;

1. To act in good faith and in the best interest of HHM
2. To be aware and uphold the rules as established by HHM (appendix 1).
3. To be aware and agree to HHM privacy statement (appendix 2).

Failure to comply to these rules and regulations may lead to disciplinary actions, including loss of membership and removal from Holland House Mexico offices and event locations.

As of February 2019, Holland House Mexico operates under the legal vehicle Dutch Energy Association, AC.

Your company membership is on-going until you cancel your subscription and is organized per calendar year. You must cancel your subscription before 1 December of the year in course in order to cancel your membership for the following year. Failure to do so results in a penalty equivalent to 3 months subscription (3/12 of annual membership fee).

Members have the first 3 months of the new year to pay their membership contribution; that is: 31 March of each calendar year. Failure to do so results in a loss of vote in the General Assembly for the year in course, as well as denial of access to HHM events.

## Appendix 1: Holland House Mexico Code of Ethics and

### Anti-Corruption Policies

#### Introduction

Hollan House Mexico (HHM) is dedicated to promoting ethical and transparent business practices while adhering to all applicable laws and regulations, including those related to anti-corruption. This Code of Ethics and Anti-Corruption Policies outlines our commitment to maintaining the highest standards of integrity and professionalism in all our activities.

#### 1. Ethical Conduct

At HHM, we are committed to the following ethical principles:

##### 1.1. Honesty and Integrity

We conduct our activities with honesty, integrity, and transparency. We do not engage in deceptive, fraudulent, or corrupt practices.

##### 1.2. Compliance with Laws and Regulations

We comply with all applicable laws, regulations, and international standards. We actively seek legal counsel and advice when necessary.

##### 1.3. Conflicts of Interest

We avoid conflicts of interest that may compromise our objectivity and impartiality. We disclose any potential conflicts promptly to the appropriate authority.

##### 1.4. Fair Competition

We compete fairly in all business transactions, avoiding anti-competitive behavior. We do not engage in price-fixing, bid-rigging, or other forms of collusion.

##### 1.5. Non-Discrimination

We are committed to a workplace and business environment free from discrimination based on race, color, religion, gender, sexual orientation, gender identity, national origin, disability, or any other legally protected characteristic.

1.6. Good faith We act in the best interest of HHM, making decisions and taking actions that prioritize the organization's welfare and objectives.

1.7. Sustainable Business Practices We promote sustainable business practices that reduce our environmental impact and contribute to the well-being of our community.

We seek opportunities to minimize waste, conserve resources, and support eco-friendly initiatives.

## 1.8. Inclusivity

We foster an inclusive environment that values diversity and welcomes the perspectives and contributions of all individuals, regardless of background or identity.

## 2. Anti-Corruption Policies

### 2.1. Anti-Bribery and Anti-Corruption

We strictly prohibit offering, giving, receiving, or soliciting bribes or corrupt payments in any form. We do not tolerate corruption, whether involving public officials or private entities.

### 2.2. Gifts and Hospitality

We accept and offer gifts and hospitality only when they are reasonable, proportionate, and in compliance with applicable laws. We keep records of such transactions for transparency.

### 2.3. Political Contributions

HHM does not participate in any political contributions.

### 2.4. Due Diligence

We conduct due diligence on partners, suppliers, and third parties to assess their commitment to anti-corruption principles. We avoid entering into relationships with entities or individuals known to engage in corrupt practices.

### 2.5. Reporting Concerns

We encourage all members, employees, and stakeholders to report any concerns related to corruption or unethical behavior. Reports can be made through designated channels, ensuring confidentiality and protection from retaliation.

## Conclusion

This Code of Ethics and Anti-Corruption Policies reflects HHM's unwavering commitment to ethical conduct and its stance against corruption. Every member, employee, and stakeholder associated with HHM is expected to adhere to these principles and contribute to a culture of integrity and transparency.

Failure to comply with these principles may result in disciplinary action, termination of HHM membership, or legal consequences, in accordance with Mexican law.

Approved by the Board of Directors

Date: 12 October 2023

## Appendix 2. Privacy policy

It is Holland House Mexico's policy that your contact information will not be shared with people and organizations from outside of the organization, unless you specifically authorize HHM to do so.

Within the organization, members may freely request contact information of other members unless specifically unauthorized by the member.

Online privacy policy: [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) and HHM social media. Hereafter referred to as "[Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)"

It is [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s policy to respect your privacy regarding any information we may collect while operating our website. This Privacy Policy applies to [www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) (hereinafter, "us", "we", or "[www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)"). We respect your privacy and are committed to protecting personally identifiable information you may provide us through the Website. We have adopted this privacy policy ("Privacy Policy") to explain what information may be collected on our Website, how we use this information, and under what circumstances we may disclose the information to third parties. This Privacy Policy applies only to information we collect through the Website and does not apply to our collection of information from other sources.

This Privacy Policy, together with the Terms and conditions posted on our Website, set forth the general rules and policies governing your use of our Website. Depending on your activities when visiting our Website, you may be required to agree to additional terms and conditions.

### - Website Visitors

Like most website operators, [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) collects non-personally-identifying information of the sort that web browsers and servers typically make available, such as the browser type, language preference, referring site, and the date and time of each visitor request.

[Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s purpose in collecting non-personally identifying information is to better understand how [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s visitors use its website. From time to time, [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) may release non-personally-identifying information in the aggregate, e.g., by publishing a report on trends in the usage of its website.

[Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) also collects potentially personally-identifying information like Internet Protocol (IP) addresses for logged in users and for users leaving comments on <http://www.hollandhousemexico.com/> blog posts. [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) only discloses logged in user and commenter IP addresses under the same circumstances that it uses and discloses personally-identifying information as described below.

### - Gathering of Personally-Identifying Information

Certain visitors to [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s websites choose to interact with [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) in ways that require [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) to gather personally-identifying information. The amount and type of information that [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) gathers depends on the nature of the interaction. For

example, we ask visitors who sign up for a blog at <http://www.hollandhousemexico.com/> to provide a username and email address.

#### - Security

The security of your Personal Information is important to us, but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your Personal Information, we cannot guarantee its absolute security.

#### - Links To External Sites

Our Service may contain links to external sites that are not operated by us. If you click on a third party link, you will be directed to that third party's site. We strongly advise you to review the Privacy Policy and terms and conditions of every site you visit.

We have no control over, and assume no responsibility for the content, privacy policies or practices of any third party sites, products or services.

#### - [www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) uses Google AdWords for remarketing

[www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) uses the remarketing services to advertise on third party websites (including Google) to previous visitors to our site. It could mean that we advertise to previous visitors who haven't completed a task on our site, for example using the contact form to make an enquiry. This could be in the form of an advertisement on the Google search results page, or a site in the Google Display Network. Third-party vendors, including Google, use cookies to serve ads based on someone's past visits. Of course, any data collected will be used in accordance with our own privacy policy and Google's privacy policy.

You can set preferences for how Google advertises to you using the Google Ad Preferences page, and if you want to you can opt out of interest-based advertising entirely by cookie settings or permanently using a browser plugin.

#### - Protection of Certain Personally-Identifying Information

<http://www.hollandhousemexico.com/> discloses potentially personally-identifying and personally-identifying information only to those of its employees, contractors and affiliated organizations that (i) need to know that information in order to process it on <http://www.hollandhousemexico.com/>'s behalf or to provide services available at <http://www.hollandhousemexico.com/>'s website, and (ii) that have agreed not to disclose it to others. Some of those employees, contractors and affiliated organizations may be located outside of your home country; by using <http://www.hollandhousemexico.com/>'s website, you consent to the transfer of such information to them.

<http://www.hollandhousemexico.com/> will not rent or sell potentially personally-identifying and personally-identifying information to anyone. Other than to its employees, contractors and affiliated organizations, as described above, <http://www.hollandhousemexico.com/> discloses potentially personally-identifying and personally-identifying information only in response to a subpoena, court

order or other governmental request, or when [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) believes in good faith that disclosure is reasonably necessary to protect the property or rights of [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/), third parties or the public at large.

If you are a registered user of <http://www.hollandhousemexico.com/> and have supplied your email address, [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) may occasionally send you an email to tell you about new features, solicit your feedback, or just keep you up to date with what's going on with [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) and our products. We primarily use our blog to communicate this type of information, so we expect to keep this type of email to a minimum. If you send us a request (for example via a support email or via one of our feedback mechanisms), we reserve the right to publish it in order to help us clarify or respond to your request or to help us support other users. [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) takes all measures reasonably necessary to protect against the unauthorized access, use, alteration or destruction of potentially personally-identifying and personally-identifying information.

#### - Aggregated Statistics

[Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) may collect statistics about the behavior of visitors to its website. [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) may display this information publicly or provide it to others. However, [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) does not disclose your personally-identifying information.

#### - Affiliate Disclosure

This site uses affiliate links and does earn a commission from certain links. This does not affect your purchases or the price you may pay.


#### - Cookies

To enrich and perfect your online experience, [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) uses "Cookies", similar technologies and services provided by others to display personalized content, appropriate advertising and store your preferences on your computer.

A cookie is a string of information that a website stores on a visitor's computer, and that the visitor's browser provides to the website each time the visitor returns. [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) uses cookies to help [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) identify and track visitors, their usage of <http://www.hollandhousemexico.com/>, and their website access preferences.

[Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) visitors who do not wish to have cookies placed on their computers should set their browsers to refuse cookies before using [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s websites, with the drawback that certain features of [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s websites may not function properly without the aid of cookies.

By continuing to navigate our website without changing your cookie settings, you hereby acknowledge and agree to [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s use of cookies.



## - Business Transfers

If [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/), or substantially all of its assets, were acquired, or in the unlikely event that [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) goes out of business or enters bankruptcy, user information would be one of the assets that is transferred or acquired by a third party. You acknowledge that such transfers may occur, and that any acquirer of [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) may continue to use your personal information as set forth in this policy.

## Privacy Policy Changes

Although most changes are likely to be minor, [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) may change its Privacy Policy from time to time, and in [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/)'s sole discretion. [Http://www.hollandhousemexico.com/](http://www.hollandhousemexico.com/) encourages visitors to frequently check this page for any changes to its Privacy Policy. Your continued use of this site after any change in this Privacy Policy will constitute your acceptance of such change.

