## Solicitation

Solicitation at the workplace for personal reasons is forbidden and goes against the *Values and Ethics Code*.



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### Ignorance

Ignorance is not an excuse! Respecting the Values and Ethics Code is an employment requirement for each employee.





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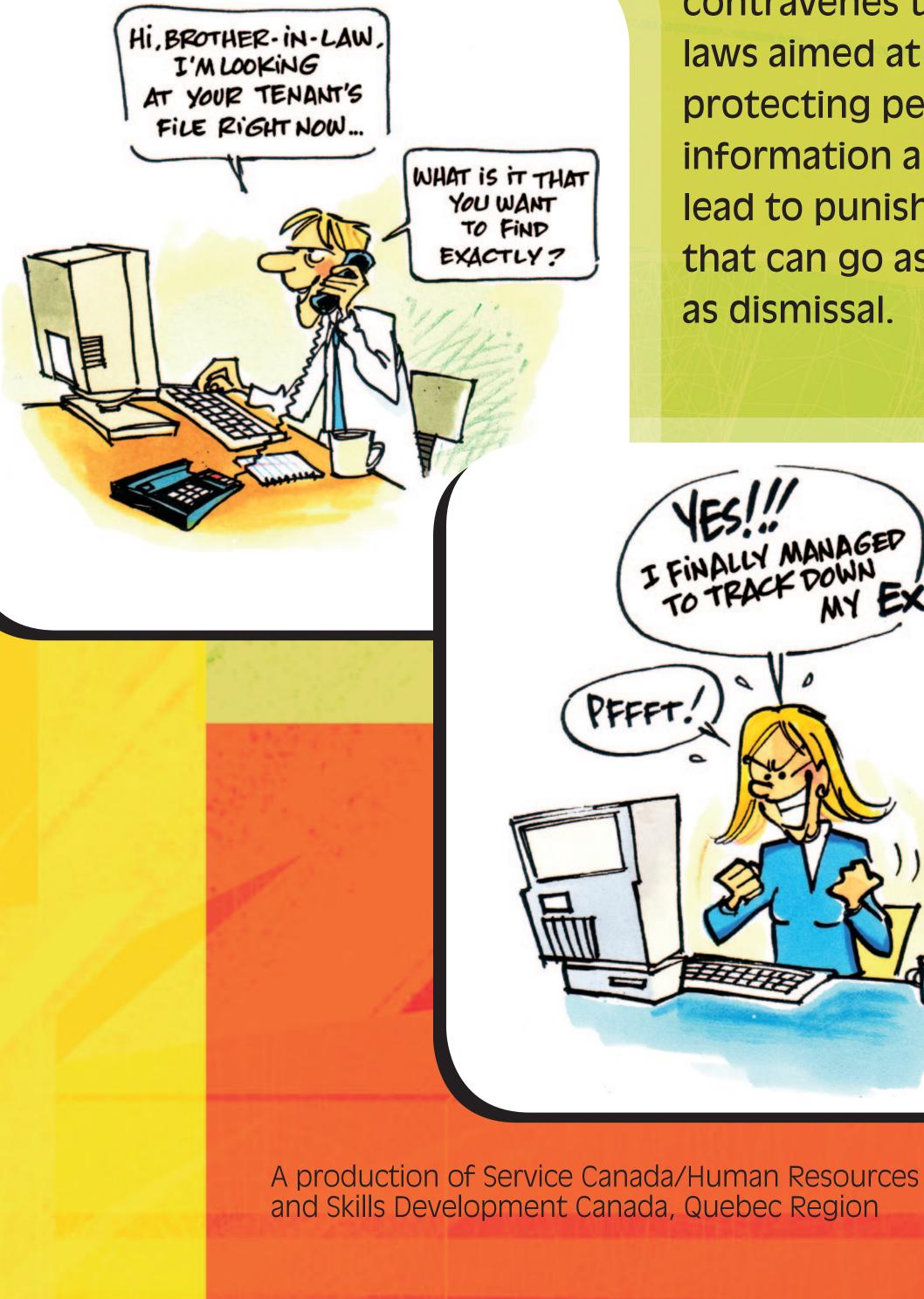


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#### Violation of Privacy

Access to the department databases for unprofessional reasons is forbidden and goes against the Values and Ethics Code.



This act also contravenes the laws aimed at protecting personal information and can lead to punishment that can go as far as dismissal.

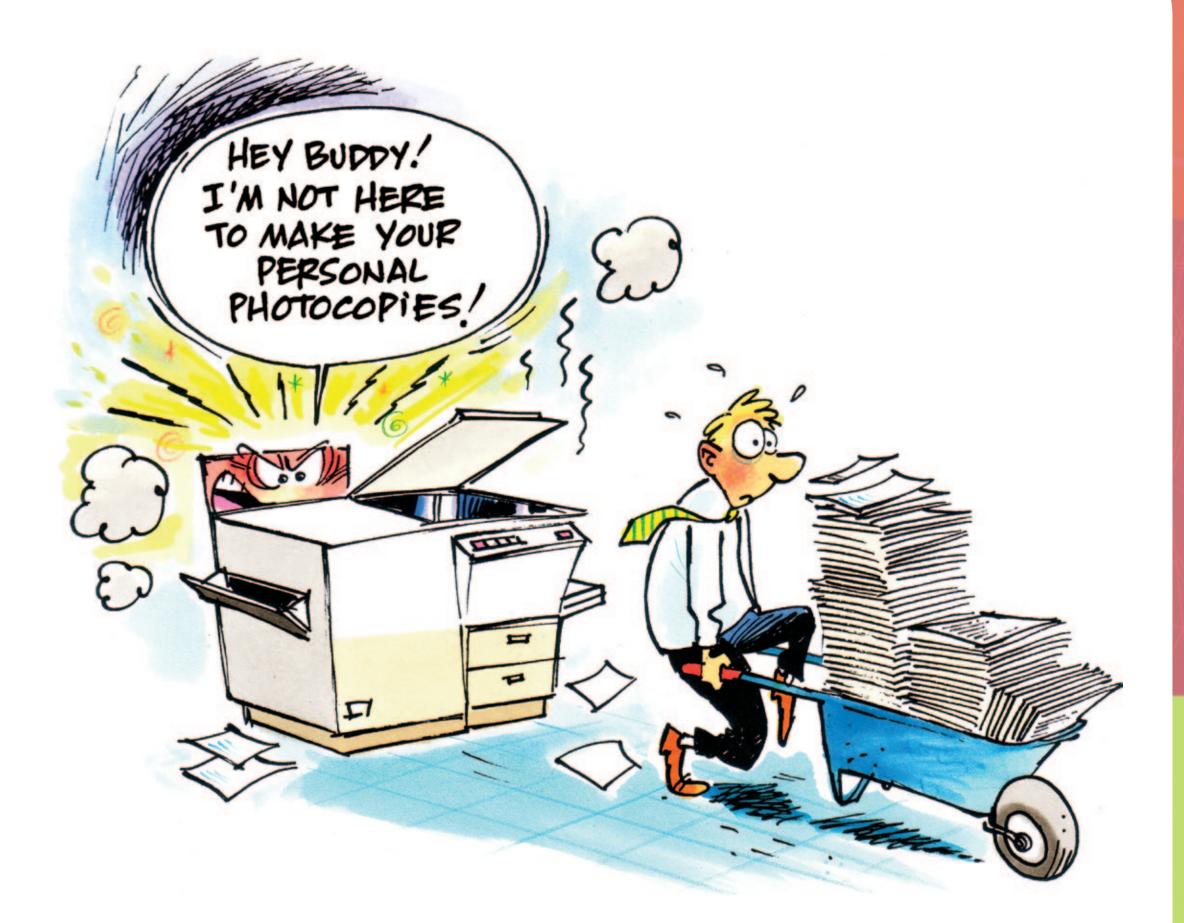


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#### Personal Use

The use of office equipment for personal reasons is forbidden and goes against the Values and Ethics Code.



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# Sites

Access to Internet sites is strictly forbidden, in virtue of the employer's policies, and goes against the Values and Ethics Code.







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#### Favourable Treatment

Access to databases for reasons other than professional is forbidden and goes against the Values and Ethics Code.



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