



Code of Conduct for Members and Partners

We are delighted to welcome you as a Member or as a Partner of the TeabagTalent Community. This letter outlines the intent and spirit of how we work with one another in the Community. It deals with:

1. responsibilities
2. commissions and referral fees
3. personal integrity

Our vision and values statements are printed in the Appendix.

1. Responsibilities to one another

Membership and Partnership comes with responsibility: ours to you and yours to us.

1. *Our responsibilities to you*

- Our **core aim**:
 - a. For Members is to provide work opportunities that use their skills and talents, along with a personal recommendation to the customer: that's the Affiliate Member proposition. We have introduced other membership schemes that add value over those, for those of who choose to participate;
 - b. For Partners is to provide a business model which delivers a replacement or complementary income stream
- Our **commercial framework** strives reflect our core value of "sharing rewards fairly and openly with individuals and Teabag Talent Limited (TTL) where they have added value"
- We operate a **policy** of showing no preference with respect to age, sex, sexual orientation, race, colour or religious beliefs
- We are registered under **the Data Protection Act**, and we will treat your personal information with the highest confidentiality.

2. *Your responsibilities to us*

- We require you to act in accord with our core aim, our commercial framework, our policies and DPA registration.
- We require you to act in the spirit of our value set (See Appendix)
- We know you to have the highest personal integrity, and to seek out and introduce new Members and Partners of good professional standing and high personal integrity
- We demand that in your dealings with customers and third parties that you use best endeavours to communicate the quality of TeabagTalent brand, TTL, its Directors, its Partners and Members to promote and extend the Business. If you cannot do that, we expect you to resign from the Community. Where we have evidence that you have not done that, we reserve the right to terminate your Membership/Partnership

2. Commissions and Referrals Fees

2.1 Members' Referral Schemes

The Member can earn fees for referring work opportunity to the Community in two ways:

1. By identifying an opportunity and working with a Partner to identify an appropriate Member who could deliver the service: the referring Member would receive 25% of the "Sales Margin" (Customer fees minus assignment delivery Member fees)
2. By directly introducing another Member to a work opportunity, without involving a Partner during the "introducing process". In this case, the Member introduced to the work will reward the Community by paying :
 - a. 5% of his/her day rate (paid by the customer) to the "introducing Member", and
 - b. 5% of his/her day rate to the Partner of the introducing Member.

These are "work finder's fees". The Partner will regard their 5% "finders' fee" as their "Sales Commission", and report that to Teabag Talent Limited in the normal way.

2.2 Members working with Partners as a part of their team

The “sales margin” that the Partner earns is subject to the Commissions Structure. Where the assignment delivery Member is acting under the direct day-to-day direction and supervision of the Partner, (for example acting as part of the Partner’s team, working under the Partner’s brand) the “sales margin” for commission’s purposes will be deemed to be 15% of the customer’s fees.

2.3 Helping a Partner to find a resource to satisfy and opportunity

Other than the scenario described in 2.1 above, a Partner or Member would not expect to benefit financially by helping (another) Partner to identify a resource (another Member or an external Associate) for a work opportunity that the Partner is trying to satisfy.

3. Personal Integrity

Our processes and rewards structures cannot recognise every situation where TTL, another Member or Partner adds financial value to your business. When a situation arises that is not covered by our Commissions Model, we demand integrity and openness from our Members: where you are uncertain about how to “share rewards fairly” you should escalate the situation to your Lead Partner for guidance.

Our value reflect that we want you to benefit from your efforts in introducing work to the Community: we want you to reciprocate when you take work from the Community.

Appendix: Vision and Values

Teabag Talent Limited: Vision Statement

"We will provide value to our customers and our communities."

For our Customers, we will meet their interim resource needs by speed of access to talented and pre-qualified individuals. This will be achieved through a working relationship between the Customer and a TeabagTalent Principal who is a professional in his vertical market.

For our Partners, we will provide an opportunity for them to become part of a trading community where they can build their own businesses in an open trading environment, where the rewards are linked to results, and the opportunity for growth is only limited by personal vision or ambition.

For our Members, we will provide work opportunities that use their skills and talents, along with a personal recommendation to the customer.

For those who refer work opportunities to a Partner in the Community, we will provide a talented professional who can be trusted to deliver the service that their customer needs.

Teabag Talent Limited Values

.....are concerned with:

1. The way that we deal with people in the community and their customers:
 - Our commercial framework strives to recognise and share rewards with individuals where they have added value
 - Reward is based on results, rather than effort
 - The Community is accessible to all who are prepared to abide by its rules; the rules for entry or exit are open and seen to be fair
 - We keep the commercial confidentiality of all in the Community and its customers
 - We respect personal confidentiality in all circumstances
 - We face up to conflict openly

2. The principles by which we grow our business:
 - The TeabagTalent "system" (operating principles + automation) is transportable to other vertical markets where customers use independents on an interim basis
 - The "system" is robust, secure, scaleable and documented