



## Pan-African Space Industry\_ Code of Conduct

### ***Introduction***

At PanAfrican Space Industry, our achievements are built upon strong relationships with a diverse array of stakeholders. Our Code of Conduct embodies our steadfast dedication to fostering trust, collaboration, and mutual respect. Guided by a committed board, we uphold values of excellence, accountability, integrity, and inclusivity. Our workforce thrives on innovation, nurtured within a culture of openness and support. We actively engage with experts, freelancers, and partners, recognizing and honoring their professionalism and expertise. Our primary focus remains on delivering unparalleled experiences for users and clients, while actively participating in the broader space industry community to drive forward technological advancements and policy developments. Through our Code of Conduct, we establish clear expectations for behavior, placing a strong emphasis on integrity and professionalism in all interactions. Together, we are pioneering a future where humanity explores new horizons in space.

### ***Objective***

The primary aim of this Code of Conduct is to imbue all interactions within the Pan-African Space Industry with professionalism, respect, tolerance, integrity, transparency, and social justice.

- Through this Code, we seek to cultivate and uphold a robust and positive reputation for the Pan-African Space Industry, its management, activities, and personnel, characterized by professionalism, ethical conduct, and social responsibility.
- Functioning as a compass for behavior, the Pan-African Space Industry's Code of Conduct comprises a set of guiding standards and principles that every representative of the industry is expected to embody both in practice and in spirit. These standards are intended to inform and guide decisions, procedures, actions, and interactions.
- We recognize that the image, role, and achievements of our organization are deeply intertwined with the conduct of individuals associated with it. While the Code is rooted in organizational principles, it places the onus squarely on each individual to adhere to its tenets faithfully.

### ***Individuals Concerned***

This Code of Conduct applies to each person who represents the Pan-African Space Industry, including Pan-African Space Industry, Affiliated Persons and Pan-African Space Industry, Associated Persons as defined below:

Pan-African Space Industry **Affiliated Person** is anyone officially affiliated with Pan-African Space Industry: it refers to all full time and part time staff members, free lancers, board members, industry stakeholders, volunteers and /or interns under direct supervision of staff, and any other person who is officially contracted to represent Pan-African Space Industry.

*Affiliated Persons are expected to comply with the principles and requirements specified in this code.*

Pan-African Space Industry **Associated Person** is anyone not officially affiliated with Pan-African Space Industry who may however be associated or perceived to be associated with Pan-African Space Industry: it refers to platform users, partner organizations, vendors, consultants, independent contractors and subcontractors, investors, or any other person who is perceived to be associated with the Pan-African Space Industry.



*Associated Persons are expected to **act in accordance** with the principles and requirements specified in this code.*

## **Overview**

All Pan-African Space Industry representatives have the responsibility to enhance the industry's reputation. The organization should always be portrayed in a manner that promotes the principles embodied in the Code, and all representatives should communicate positively and sensitively, respecting everyone's rights.

Matters of abuse, such as of alcohol, drugs or other, as well as matters of harassment, such as sexual or other, are unacceptable and, where necessary, will be addressed according to law.

## **Code Articles**

### **1. Cooperative Climate**

Representatives of the Pan-African Space Industry are dedicated to fostering an environment of openness, mutual respect, and teamwork in all interactions with colleagues, partners, and stakeholders across the continent. Open communication channels encourage the free exchange of ideas, feedback, and constructive criticism, fostering trust and strengthening collaborative efforts. Valuing diversity, we celebrate the unique backgrounds, perspectives, and experiences of all involved, creating an inclusive environment where everyone feels valued and empowered to contribute.

A culture of teamwork and collaboration is paramount, with members leveraging each other's strengths and supporting one another to overcome challenges and achieve greater impact in advancing technological capability across Africa. We hold ourselves accountable for tasks and responsibilities, ensuring timely and quality completion to contribute to the overall success of our shared mission. Embracing continuous improvement, we seek opportunities to enhance our skills and knowledge within the dynamic landscape of the African space industry, positioning ourselves as leaders and innovators.

### **2. Discrimination**

Pan-African Space Industry representatives accord every person respect and dignity and do not discriminate based on class, caste, national origin, religion, ethnicity, gender, sexual orientation, race, disability, age or economic status, either in an official capacity or in general treatment of an individual.

Discrimination has no place within the Pan-African Space Industry. We are committed to fostering an environment that is inclusive, respectful, and free from discrimination of any kind. Every individual within our industry deserves to be treated with dignity, fairness, and equality.

Our commitment to diversity extends beyond mere tolerance; we actively embrace and celebrate the unique perspectives and contributions of all individuals. Discriminatory behavior undermines our collective efforts and erodes the fabric of our community.

We pledge to uphold principles of equality and fairness in all aspects of our operations, from recruitment and hiring to project assignments and promotions. Any form of discrimination will be swiftly addressed and remedied in accordance with our Code of Conduct and relevant policies.



### 3. CONFLICTS OF INTEREST

Employees within the Pan-African Space Industry must remain vigilant to prevent conflicts of interest that may arise between their personal interests and those of the company. It is imperative that employees promptly disclose any potential conflicts to the appropriate authority. We expect our employees to consistently prioritize the interests of the company over personal gain. This means refraining from any actions that could compromise the integrity or objectives of the company for personal benefit.

Moreover, employees are prohibited from exploiting company resources or opportunities for personal gain. This includes but is not limited to using insider information, proprietary data, or company connections for personal benefit or engaging in freelance work or consultancy that directly competes with the interests of the company. Transparency and integrity are paramount in mitigating conflicts of interest. By promptly disclosing potential conflicts and adhering to the highest ethical standards, employees uphold the trust and integrity of the Pan-African Space Industry while fostering a culture of accountability and professionalism.

### 4. FAIR DEALING

At the heart of our business philosophy lies a commitment to conducting all transactions with unwavering honesty, integrity, and fairness to build the "Africa We Want". Deceptive or manipulative practices have no place within the Pan-African Space Industry, and employees are expected to adhere to the highest ethical standards at all times.

We recognize that our success is intrinsically tied to the trust and confidence of our partners, stakeholders, and the wider community. As such, we approach every interaction with transparency, fairness, and professionalism. Our dedication to fair dealing extends beyond mere compliance; it is a fundamental principle that guides our conduct both within the industry and in our interactions with external partners. By fostering positive and mutually beneficial relationships, we contribute to the growth, success, and long-term sustainability of the Pan-African Space Industry as a whole.

We are committed to upholding these principles in every facet of our operations, from procurement and contracting to marketing and sales. Through our collective commitment to fair dealing, we strengthen the integrity and reputation of the industry while laying the groundwork for continued growth and innovation.

### 5. PROTECTION AND PROPER USE OF COMPANY ASSETS

Employees are responsible for safeguarding company assets and using them only for legitimate business purposes. Representatives of the Pan-African Space Industry shall put resources to their best possible use, always remembering that they have been entrusted to us by our investors and shareholders. Employees must exercise prudent judgment and care in the use of company assets, whether tangible or intangible. This includes but is not limited to equipment, intellectual property, financial resources, and proprietary information. Furthermore, all stakeholders of the Pan-African Space Industry are expected to prioritize the efficient and effective utilization of company resources, always striving to maximize value while minimizing waste.



## 6. Environment

When there is an option, Pan-African Space Industry stakeholders (board members, employees, experts, freelancers, users, etc.) shall prioritize alternatives that promote a better environment and do not undertake any activity that unduly pollutes or erodes natural resources.

## 7. Gender Sensitivity

Pan-African Space Industry representatives give equal respect to all persons regardless of their gender identity, gender expression, or sexual orientation and fully accept the principles of gender equity.

## 8. CONFIDENTIALITY

Employees must respect the confidentiality of proprietary information and handle sensitive data with the utmost care to protect the interests of the company and its stakeholders.

Whenever possible, and in accordance with the law, Pan-African Space Industry representatives uphold the principles of openness, transparency and accessibility of information. Appropriate personal and donor confidentiality is adhered to by all Pan-African Space Industry representatives. We use special rules and agreements to make sure important information stays safe. This way, we can be trusted to do the right thing with people's information.

## 9. Learning Culture

At every opportunity, the advancement of learning and an approach of continuous improvement are adopted across the organization. Reflection, analysis and documentation of how successes have occurred, or why they have not occurred, are a routine aspect for all individuals and groups that represent the Pan-African Space Industry.

## 10. Professional and Legal Standards

Pan-African Space Industry representatives keep informed about, and abide by, current Pan-African Space Industry policies, professional standards and laws (local and international) that govern the practice of their respective responsibilities.

## 11. Social Justice

Pan-African Space Industry representatives work to have organizations with which we are affiliated, with which we do business, or from which we purchase products, provide their workers with decent working conditions in alignment with our values of promoting social justice and preserving human dignity.

## 12. Protection from Sexual Exploitation and Abuse

Sexual exploitation or abuse by any staff member of the Pan-African Space Industry constitutes an act of gross misconduct and is therefore grounds for termination of employment.

- Any sexual activity by a Pan-African Space Industry staff member with a client who is a child (person under the age of 18) is prohibited regardless of the age of majority or age of consent locally. Mistaken belief in the age of a child is not a defense.
- Exchange of money, employment, goods, or services—including assistance that is due to clients—for sex, sexual favors or other forms of humiliating, degrading or exploitative behavior is prohibited.
- Sexual relationships between Pan-African Space Industry staff and clients, freelancers and



clients, are strongly discouraged since they are based on inherently unequal power dynamics. Such relationships undermine the credibility and integrity of our work.

If the sexual abuse and/or harassment are illegal according to local law, measures will not only include termination of employment but also reporting of the offense to the local authorities.

If a Pan-African Space Industry staff member or freelancer has concerns or suspicions regarding sexual abuse or exploitation by a fellow worker, s/he must report such concerns via established reporting mechanisms. All Pan-African Space Industry staff members and freelancers & Users are obliged to create and maintain an environment that prevents sexual exploitation and abuse and promotes the implementation of the code of conduct. Managers at all levels have particular responsibilities to support and develop systems that maintain this environment.

### 13. COMPLIANCE

Employees must adhere to all applicable laws, regulations, and company policies. Non-compliance may result in disciplinary action, up to and including termination.

Compliance with laws, regulations, and industry standards is fundamental within the Pan-African Space Industry. We are committed to upholding the highest ethical standards, drawing from best practices within the global space industry and tailored to the unique context of the African Space ecosystem and Africa Union guidelines. Our compliance framework encompasses adherence to international space treaties, regulations set forth by space agencies, and the African Union's African Space Policy and Strategy. We also comply with regional and national regulations governing space activities across the African continent.

Our goal is to foster a culture of compliance and integrity, where every employee understands their responsibilities and acts in accordance with our ethical principles and obligations.

### 14. DISCLOSURE

Employees should promptly report any potential violations of the code of conduct or other ethical concerns to the appropriate channels for investigation and resolution.

### 15. REPORTING AND INVESTIGATION OF VIOLATIONS

The company will thoroughly investigate all reports of alleged violations and take appropriate action to address any misconduct.

### 16. ENFORCEMENT

Enforcement: Violations of the code of conduct may result in disciplinary action, including warnings, suspension, or termination, depending on the severity of the offense and the employee's history of compliance.

#### *Attestation / Acknowledgement*

As a representative of the Pan-African Space Industry, I attest that I have read and fully understand this Code of Conduct as posted on the Pan-African Space Industry's public platforms.[\\_](#)