

COMPETITION LAW RULES

Meetings of the Solar Keymark Network (SKN)

As the members of the Solar Keymark Network (SKN) participating in meetings of this network include companies with competing, and sometimes opposing economic interests, meetings are subject to close competition law (anti-trust) scrutiny.

The following guidelines apply:

- Each meeting is always preceded by notice of the date and time of the meeting, along with the agenda.
- Minutes are prepared and distributed for every meeting. Minutes must be clear, complete, and accurate with regard to the discussions that occurred, the actions taken, and the basis for the action.
- The SKN Manager and/or the SKN Secretariat will attend every meeting and act as executive assistant.
- "Off the record" conversations are strictly prohibited.
- Discussions of items not included on the agenda will be exceptional and avoided as much as possible.

Generally, all communications or discussions which could directly influence decisions by an individual company regarding production levels, product pricing, marketing strategies, or selection of customers or suppliers must be avoided. The following areas will not be discussed during meetings:

- Price or any elements of price or pricing policies, including costs, discounts, rebates, profit margins, etc.
- Terms or conditions of sale, including warranties, credit, and shipping arrangements.
- Specific competitors, suppliers, or customers.
- Sales or production quotas or limits, allocation of customers or sales territories or refusal to sell to certain customers or to buy from certain suppliers.
- The market share or sales territory of any specific competitor.
- The operating statistics, inventories, sales, marketing methods, or strategies of any specific competitor.
- Controlling competition or excluding any competitor from any market

By implementing these measures, the SKN remains in line with legal requirements.