



1. Welcome

- 1.1. This code of conduct (as updated by us from time to time) forms part of the LookSee platform access terms and conditions and by accessing and using LookSee or any solution, you also accept this code of conduct and agree to be bound thereby.
- 1.2. We aim to create a platform and solutions that embrace diversity and inclusion. Please think carefully before you post comments or upload any links, material or content on LookSee or on any solution.
- 1.3. Whenever you make use of a feature or functionality on LookSee or any solution on it that allows you to upload content, share feedback, or to communicate or collaborate with other users, you must do so in a way that is fair and legal and does not damage or harm our reputation and you must do so in accordance with the terms of this code of conduct.
- 1.4. This code of conduct applies to LookSee and all solutions provided on or through it and to all communications between us and you. Defined words in the LookSee platform access terms and conditions have the same meaning in this code of conduct.

2. Behaviour

You agree that:

- 2.1. LookSee and the solutions are intended to be safe, helpful and constructive. This means that everyone is treated equally and with respect, regardless of any defining characteristic (for example, religious preferences, disability, experience, gender identity and expression, sexual orientation, personal appearance, race, ethnicity, age, religion and nationality).
- 2.2. the posting of any defamatory, abusive, profane, offensive, illegal or threatening content on LookSee and any solution is strictly prohibited.
- 2.3. content you upload or share will be accurate and complete and comply with laws;
- 2.4. you must treat everyone fairly and equally and you must be respectful, considerate, constructive; pragmatic; inclusive and welcoming.
- 2.5. you will avoid any behaviour that could be construed as discrimination, promoting violence or harmful to anyone.
- 2.6. no harassment is allowed on LookSee or any solution and you agree that you will not intimidate anyone.
- 2.7. any opinions expressed are the opinions of the users expressing them. We are not responsible for and do not endorse or condone any information or opinion expressed by a user.
- 2.8. you will not use LookSee or any solution in any manner that could damage, disable, overburden, or impair LookSee or any solution or interfere with any other user's use and enjoyment of LookSee or any solution.

3. Posting rules and parameters

If we allow you to upload content, share feedback, or to communicate or collaborate with other users:

- 3.1. do not plagiarise work and ensure that the correct credit is given to the originator of any idea;
- 3.2. do not share anyone's post without permission;
- 3.3. be concise and clear in your posts so that LookSee and solutions can respond appropriately;
- 3.4. keep your comments relevant and focused only on LookSee and solutions;
- 3.5. communicate appropriately. Use the correct channels for administrative messages;
- 3.6. do not post advertisements or corporate messages;

- 3.7. other users of LookSee and solutions may be able to see your posts, so be careful not to post anything you want to keep private or proprietary.

4. Legal

- 4.1. You agree to comply with all applicable laws.
- 4.2. Any content or links you upload to LookSee or a solution must be free from any viruses and malware.
- 4.3. You may not, without permission, upload or post any content or material that is either protected by copyright or subject to other restrictions of use without the necessary consent to do so. By uploading or posting on LookSee or a solution, you warrant that you own the copyright for that content or material or have received the necessary permission to upload or post it.
- 4.4. When you upload or post content or material, you automatically provide us with a non-exclusive right and licence to copy, publish, transmit, print, display, copy, publish and distribute the content or material.

5. Consequences

- 5.1. We will make reasonable efforts to monitor LookSee and compliance with this code of conduct. However, you must contact us by submitting a complaint here: feedback@looksee.co.za if you have witnessed or have been the victim of a breach of this code of conduct.
- 5.2. We and our agents have a right to take action against any person who breaches this code of conduct. This action may include suspension of user credentials and the termination of user access.
- 5.3. **We will not be liable for any breach by you or any other user of the terms of this code of conduct. You indemnify us against all losses and damages which we may suffer and all claims which may be brought against us by any third party for any loss or damage arising from your breach of this code of conduct or any act or omission by you under applicable law.**

6. General

This code of conduct is governed by the laws of the Republic of South Africa.