

# WIRELESS POWER CONSORTIUM, INC.

## CONDUCT & COMMUNICATIONS POLICY

This is the Conduct & Communications Policy (“**Conduct & Communications Policy**”) of the Wireless Power Consortium, Inc. (“**WPC**”). The Conduct & Communications Policy describes general guidelines for participation in WPC activities, as well as who and when someone may speak on behalf of WPC.

### 1 General Conduct Guidelines

- 1.1 When participating in WPC-related activities, individuals agree to conduct themselves professionally and respectfully. WPC participants agree to act with fairness, honesty and integrity when engaging in WPC activities. Individuals must also comply with any applicable WPC governing document and policies, including its Bylaws, Confidentiality Policy, and Antitrust Policy, as well as any applicable laws and regulations.
- 1.2 Participants should work together to resolve disputes in a positive and constructive way. Disagreements are common during collaborative efforts, but WPC participants agree to work through disagreements politely with reasoned arguments. While WPC participants may, and should, use professional and respectful communications to persuade others of the value of a particular position, in no event will any participants harass or threaten others to influence their votes.
- 1.3 English is the de facto language of WPC, but it is not the native language of many WPC participants. All WPC participants will strive to communicate clearly, including speaking slowly and limiting the use of slang. If communications are difficult to understand, WPC participants will make a sincere effort to understand each other.
- 1.4 Harassment, defamation and exclusionary or discriminatory behaviors are not acceptable and should be reported to the WPC Executive Director or Board of Directors

### 2 Event Attendance

- 2.1 Only authorized and registered participants may participate in WPC activities. WPC reserves the right to remove any participants who were not duly registered or fully paid up (if applicable) from a WPC event. WPC may also, at its discretion, enforce appropriate remedies against any WPC participant found to be assisting others with unauthorized access to any WPC event (sharing badges, etc.).
- 2.2 Participation in WPC Plugfest events must comply at all times with WPC’s Plugfest Policy.
- 2.3 From time to time, WPC may permit certain personal guests to attend specific non-technical events in accordance with specific terms.
- 2.4 All product demonstrations at WPC events must be conducted in accordance with all instructions communicated by WPC staff. Presence in any Plugfest room will be closely monitored and requires approval by all Plugfest participants.
- 2.5 WPC participants will also comply with additional instructions, guidelines or other requirements communicated by WPC from time to time regarding participation in WPC activities and events.
- 2.6 WPC participants will not use the WPC template in PowerPoint presentations unless the presentation represents the views of WPC, WG chair or other WPC staff.

### 3 Presentations & Written Materials

- 3.1 Any written materials, presentations, slide decks, advertising material, and other written statements prepared on behalf of WPC must be provided to the Executive Director for review and approval prior to being made available to the public. Press releases and other proposed communications that either purport to represent the opinion of WPC's membership or subject WPC (or any WPC member) to any obligations must be reviewed and approved first by the Executive Director (and the applicable WPC member, if any) and then submitted to the Board of Directors for review and approval prior to distribution. If no Director objects within five (5) business days of such submission for review, the statement or communication will be deemed to have been approved by the Board of Directors.

### 4 Spokespersons

- 4.1 WPC's Board of Directors may authorize certain individuals to speak on behalf of WPC publicly as a WPC spokesperson.
- 4.2 Such authorization may be quite broad and provide an individual with general authority to speak on an array of topics regarding WPC, including representing WPC to the media. Individuals with such general authority include the Executive Director and Chair of the Board of Directors.
- 4.3 WPC may also authorize specific individual participants to deliver public presentations of approved materials and participate in public events, provided they comply with this policy and any other applicable directives or limitations determined by the Board of Directors or their relevant group. All such individuals will direct any press inquiries or requests for comment from WPC to the Executive Director and may not respond without written approval.
- 4.4 Any individual speaking on behalf of WPC must be acting in WPC's best interest and avoid actual or potential conflicts of interest when participating in any activities as a WPC spokesperson. Individuals with authority to speak on behalf of WPC will ensure that they make clear when they are acting in their capacity as a WPC spokesperson and when they are acting on behalf of themselves or their employers, as applicable.

*For example, participants from a WPC WG may deliver WPC-approved presentations at a relevant trade show event. In such cases they are acting as a WPC spokesperson and must be mindful of conflicts of interest with any employer. They will only use WPC-approved materials at such an event and refer any requests from the press to the Executive Director.*

### 5 Member Statements

- 5.1 Members are welcome to refer to and discuss their WPC activities so long as they comply with WPC's policies, including its Confidentiality Policy and Antitrust Policy. Members are encouraged to promote WPC activities, adoption of WPC specifications, and demonstrate their support of WPC, provided that they only reference activities and materials that have already been officially announced by WPC.
- 5.2 Members must make clear that any such WPC-related statements and opinions represent those of their respective companies, not WPC.
- 5.3 If a member is contacted for official comment from WPC, including in any social media or news outlet, they should direct the inquiry to the Executive Director and not respond without written approval.

*For example, members are encouraged to retweet WPC social media posts and circulate WPC-approved presentations. However, any statements or commentary associated with member descriptions of WPC activities must comply with WPC policies and identify such descriptions as representing the views of the member in question, and not WPC.*

## 6 Staff Statements

- 6.1 If any member of WPC staff is required to use social media as part of their duties on behalf of WPC, they must seek prior approval for such communications from the Executive Director. The Executive Director may impose certain additional guidelines with regards to such activities.
- 6.2 WPC staff members will make clear in their personal social media activity that they are speaking on their own behalf and use their personal addresses and account names when communicating via social media. WPC staff members must strive to be accurate in their communications about WPC and remember that their statements have the potential to result in liability for themselves or WPC. WPC staff members are responsible for what they personally communicate and should remember that what they say or write might be made public, even if they initially intend for the communication to be private.
- 6.3 WPC staff members will use good judgment about what they communicate and remember that anything they say can reflect on WPC, even with the inclusion of a disclaimer. WPC encourages professionalism, respect and honesty in social media and all other communications.