

Diamond companies shall be evaluated by AWDC to gain access to the selected MyAWDC online platform. Companies agree to carry responsibility for management of their account - including the appointment of dedicated staff members within the company to different roles, via sub-accounts within the platform- themselves. By registering on and accessing the platform, the users accept without limitation or qualification the terms and conditions. AWDC may at all times revise these terms and conditions, which latest version can be consulted on the website and which are binding upon the users.

AWDC cannot be held responsible for management of MyAWDC accounts, nor for any decision or action taken by the user(s) of the platform.

While AWDC has taken reasonable care to ensure that the information contained in this website is accurate and up to date, AWDC is not responsible or liable for any errors, inaccuracies or omissions, misuse, or conversion of any data or information contained in, or derived from, this website, -or from the results obtained from the use of any data or information. All information on this website is provided "as is" with no guarantee of completeness, accuracy, timeliness or of results obtained from the use of this information and without warranty or representation of any kind, expressed or implied.

The company shall appoint an account manager, who is responsible for all services provided through the selected roles within the MyAWDC platform. When the company chooses to delegate different roles to particular staff members, the latter shall be appointed individually, and their assigned role shall be described clearly.

## LETTER OF AUTHORIZATION MYAWDC PLATFORM

To guarantee that only competent actors have access to the information provided through the selected MyAWDC platform, the company agrees to appoint one account manager. The account manager is responsible for the management of the company's MyAWDC account.

He/she can make sub-accounts for other staff members of the company, to give them access to MyAWDC platform services such as the management of Diamond Office administration, Trade Fair Administration, Finance Administration and Jobtool Administration. Staff members can fulfill one or more roles, to be indicated in the request form. Sub-accounts can be requested, though will not be assigned automatically.

In the application procedure for a sub-account, an input form has to be completed. This form is automatically exported into a pdf-file, which shall be signed by the company manager. The staff member who requested the sub-account, shall present him/herself personally at the special point of contact (SPOC) of AWDC accompanied by the signed copy of the application form and a scan of the ID/passport of the company manager.

AWDC's SPOC shall assess whether the authorization by the company's manager is valid and assess the provided documents and signatures. Upon positive evaluation, AWDC shall activate the account in the staff member's personal name, for the specific role(s) requested.

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Signature