



## **Industrial Participation Association of Canada**

### **Code of Conduct for Officers and Executive Committee Members**

In an effort to maintain the high standards of conduct expected of officers and members of the Executive Committee (“EC”) of IPAC, the EC has adopted the following Code of Conduct. EC members and officers agree to:

1. Advocate, support and adhere to the following IPAC and EC policies: the Conflict of Interest Policy for Officers and Executive Committee Members, the Antitrust Policy, the Non-Discrimination Policy and this Code of Conduct for Officers and Executive Committee Members, and decisions arising from enforcement of these policies, to the extent permissible by your employer and your employer’s policies. In the case that IPAC and EC policies, including those specifically mentioned above, conflict with your employer’s policies, you will notify the Executive Committee Chair. The Executive Committee will consider your concerns and advise you whether you will be able to abstain from that particular incident or be asked to resign.
2. Be informed of IPAC's Purposes as expressed in its Bylaws, services, policies and programs.
3. Provide IPAC, its directors and officers with information that is full, fair, accurate, complete, objective, timely and understandable; and share knowledge and information that is important and relevant to the needs of the Members of IPAC, unless prevented from providing such knowledge and information because of your employer’s policies or which to share would be contrary to your business interests.
4. Act in good faith, responsibly, objectively, with due care, competence and diligence.
5. Promote ethical behavior within IPAC and its activities.

EC members and officers shall not:

1. Authorize the use of or use for the benefit of any person or entity, the name, logo, endorsement, services or property of IPAC, except in conformance with IPAC policy.

2. Disclose any confidential IPAC information that is available solely as a result of an EC member's service on the EC to any person not authorized to receive such information, without prior consent of the IPAC EC.
3. Act in any manner that is contrary to the best interests of IPAC, unless required to do so by your employer. If there is a circumstance when IPAC's best interests conflicts with those of your employer, you will notify the Executive Committee Chair. The Executive Committee will consider your objection and will advise whether you will be permitted to abstain from your duties as an IPAC officer or executive committee member for that particular circumstance or will be asked to resign.
4. Discriminate against or harass in any way any member of IPAC or its contractors.

This Code of Conduct shall also apply to any Member who agrees to serve on any committee formed by the EC.

I certify that I have reviewed this Code of Conduct and agree to abide by it.

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_