

CODE OF CONDUCT

As a professional, I acknowledge and agree to honor my ethical obligations to my colleagues, partners and to the public. I promise to treat everyone fairly and with dignity. I promise to go beyond the letter of our policies and the law and conform to the spirit and intent as well. I promise to take personal accountability for what I do right and wrong. And I promise not to take credit for the work of others but rather to freely give credit and honor the contributions of others. I also promise to -

- Conduct myself in a manner which reflects great credit on the organization, my colleagues, on the industry and myself.
- Speak the truth with no intent to deceive or mislead by technicalities or omissions.
- Ensure my performance reports are accurate and honest and include progress, problems, and plans.
- Refrain from behavior that harms the public's perception of the organization.
- Honor all agreements I make with colleagues
- Ensure that proprietary information of the organization is kept proprietary.
- Avoid actual or perceived conflicts of interest and, if in doubt, to openly disclose and discuss my concerns.
- Take *personal accountability* for my actions – for success and failure.
- Take *personal responsibility* for recognizing and reporting breaches of the Code.
- Discharge my responsibilities with dedication to achieving the organization's mission and in line with the organization's principles.
- Serve *all constituents* of the organization impartially, and provide no special privilege to an individual constituent or organization.
- Not to accept *special personal compensation* from an individual constituent beyond the limitations established by principle or policy, which include full disclosure and arm's length dealings.
- Comply with all levels of *governmental regulations and Amigos for Christ's policy* concerning lobbying and political activities and using only legal, ethical and moral means when attempting to influence legislation or regulations affecting the organization or the convention and visitor industry.
- Disclose information that belongs in the public domain freely and completely but protecting that information which is confidential (generally related to business plans, activities in the marketplace, and personal information relating to character and competence of people within the organization or stakeholders [including sponsors]).
- Issue no false or deliberately misleading statements or advertisements concerning the organization,
- Actively encourage diversity of thought and background through the inclusion of qualified people from diverse backgrounds including ethnic or racial minorities, women, and refuse to engage in and or sanction discrimination on the basis of race, gender, age, religion, national origin, sexual orientation, physical appearance, or disability.
- Refuse to engage in and or sanction activities for personal gain at the expense of the organization.
- Strive to build collaborative relationships with other industry professionals and others for the advancement of the profession of destination management.

CONFLICT OF INTEREST POLICY

Statement of Policy

The board expects of itself and members of Amigos for Christ, ethical and businesslike conduct. This commitment includes proper use of authority and appropriate decorum in group and individual settings. The staff and board leadership must establish by example and attitude an atmosphere of personal integrity and responsibility.

All staff, volunteers and board members of Amigos for Christ Inc. must scrupulously avoid any conflict of interest between the interests of Amigos for Christ, Inc. and personal, professional and business interests. This includes avoiding actual conflicts of interest, as well as perceived conflicts of interest.