



American Bio-Recovery Association

CODE OF CONDUCT AND ETHICS

Revised May 30, 2015

In the area of human endeavor involving trading under competitive conditions, ethical standards for fair and honest dealing can be made increasingly meaningful by an association organized and dedicated not only to the definition, maintenance and enforcement of such standards, but to the improvement and education of its members. Such is the objective of the American Bio-Recovery Association.

The Code of Ethics shall be the basis of conduct, business principles and ideals for the members of the American Bio-Recovery Association.

1. Conduct business affairs with honesty and integrity, never resorting to unfair trade practices that might adversely affect the image of the Association;

A. No member company shall be found to have committed a willful violation, of any federal, state or local laws, or other actions resulting in a conviction, fine that could have an adverse effect on the Association.

B. A member company recognizes and agrees that we have a fiduciary duty to our clients. They deserve our undivided loyalty and effort, and their interests come first. We must avoid even the appearance of impropriety.

C. Members shall uphold a strict policy of customer confidentiality.

Personnel must not take inappropriate advantage of their positions and the access to information that comes with their positions.

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D. Members shall exercise great care in acting for and on behalf of clients with good faith regards to and for those whom you perform services with and for. Practice high ideals of professional honour and integrity in discerning between your own vested interest and in the interest of those for whom you are performing services. Members shall practice due diligence with respect to knowledge of industry standards and regional marketplace thresholds for pricing and billing of services performed. (Industry standards on pricing vary greatly pertaining to the scope of work, insurance and agreements between member companies and end users)

2. Make good all promises, be truthful in your service to your customers, other members, and the Association;

A. No member company shall willfully misrepresent services, pricing or products, make false promises, present misleading advertising, or any other promotions that would lead to a customers' misconception.

B. No member shall submit to the Association any false or untrue information.

C. Members will promptly fulfill their financial obligations to the Association.

3. As a member of the Association it is your duty to only promote and further the Association and strengthen the bond between members; and only engage in activities that support the interests, goals, and objectives of the Association.

A. Members should steer clear from publicly criticizing other members as to their legal business practices and opinions. We must strive to maintain a professional relationship with our peers and industry related professionals.

B. No member company shall represent the Association, or express an opinion in the name of the Association without official authority granted by the Board of Directors.

C. No member company shall participate in the theft or misappropriation of any Association property or any act to defraud the Association.

D. Members shall not inappropriately use any Association logos, materials, resources nor shall they share inappropriate Association information with non-members outside of the direct betterment or the

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knowledge as it pertains to industry educational content without written and or express permission from the BOD.

E. Members shall not engage in employee recruitment at any Association sponsored function.

This code of ethics is not law, but a professional standard of conduct which defines the essentials of honorable behavior for a member of the American Bio-Recovery Association; a behavior that will foster pride, admiration, and respect for our profession and our industry.

In order to be considered for membership, or retain membership in good standing, all members pledge to adhere to American Bio-Recovery Association's Code of Ethics and Standards of Conduct.

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