



The Society for Standardization Professionals

SES CODE OF ETHICS

Updated June 2021

PREAMBLE

This Code of Ethics sets forth legal and ethical standards for members, directors, officers, and employees of SES – The Society for Standardization Professionals. This Code is intended to deter wrongdoing and to promote the ethical conduct of all Society business.

COMPLIANCE WITH LAWS, RULES AND REGULATIONS

SES requires that all members, officers, and employees comply with all laws, rules and regulations applicable to the business. All members are expected to use sound judgment and common sense to comply with all applicable laws, rules and regulations.

If anyone becomes aware of the violation of any law, rule or regulation by SES, whether by its members, officers, employees, or any third-party doing business on behalf of SES, it is their responsibility to promptly report the matter.

CONFLICTS OF INTEREST

Employees, members, and officers must act in the best interests of SES. They must refrain from engaging in any activity or having a personal interest that presents a conflict of interest. It is their responsibility to disclose any transaction or relationship that reasonably could be expected to give rise to a conflict of interest.

CONFIDENTIALITY

Employees, members, and officers must maintain the confidentiality of confidential information entrusted to them in their capacity within SES. Unauthorized disclosure of any confidential information is prohibited. Additionally, employees, members, and officers should take appropriate precautions to ensure that confidential or sensitive business information, whether it is proprietary to the Society or another company, is not communicated within the Society except to members or employees who have a need to know such information to perform their responsibilities.

HONEST AND ETHICAL CONDUCT AND FAIR DEALING

Employees, members, and officers should deal honestly, ethically and fairly with SES' suppliers, customers, competitors, and employees. Statements regarding the Society products and services must not be untrue, misleading, deceptive or fraudulent. SES employees, members and officers must not take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts or any other unfair-dealing practice.



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PROTECTION AND PROPER USE OF SOCIETY OPPORTUNITIES

Employees, members, and officers must advance the Society's legitimate interests when the opportunity to do so arises. They must not take for themselves personal opportunities that are discovered through their position with the Society or the use of property or information of the Society.

ACCURACY OF BOOKS AND RECORDS AND PUBLIC REPORTS

Employees, members, and officers must honestly and accurately report all business transactions. They are responsible for the accuracy of their records and reports. Accurate information is essential to the Society's ability to meet legal and regulatory obligations.

REPORTING AND COMPLIANCE PROCEDURES

Every employee, member, and officer has the responsibility to ask questions, seek guidance, report suspected violations and express concerns regarding compliance with this Code. Any employee, officer, or director who knows or believes that any other employee or member of the Society has engaged or is engaging in Society-related conduct that violates applicable law, this Code or [SES Code of Conduct](#) should report such information. Such reports should be made without any fear of retaliation. The Society will not discipline, discriminate, or retaliate against any employee who reports such conduct or against anyone who cooperates in any investigation or inquiry regarding such conduct, unless it is found that the report was made with knowledge that it was false.

In all cases where a potential violation of the above requirements is identified, specific examples and evidence shall be provided to the SES Board of Directors or the President of the Board.