

Schedule 3

Code of Conduct - Executive Members

1. Executive Members are required to personally attend a minimum of 50% of the Executive Meetings which are held in a financial membership year.
2. An Executive Member must not by word or action, either intentionally or unintentionally, bring the Association into disrepute.
3. An Executive Member hereby acknowledges and agrees:
 - (a) the issues being dealt with by the Executive are of a sensitive and confidential nature and by virtue of the capacity of the Executive Member such information needs to be treated confidentially; and
 - (b) he or she will not disclose, divulge or otherwise communicate such information without the prior approval of the Executive;
4. An Executive Member must at all time act on behalf of all members and in the best interests of the industry.
5. When an Executive Member is attending as a representative of the Association then he or she must represent the Association and not his or her personal or business interests.
6. If an individual Executive Member has breached or is suspected of breaching this Code then he or she may be disciplined or removed from office under the rules.
7. All Executive Members shall actively promote compliance with this Code of Conduct.

Signed -

**Executive Member
Print Name**

Witnessed -

Executive Director

Date - / /