



## ASPE BOARD OF DIRECTORS CODE OF ETHICS

Members of the Board (including ex-officio and appointed members) shall at all times abide by and conform to the following code of conduct in their capacity as Board members:

1. Each member of the Board of Directors will abide in all respects by the ASPE Code of Ethics and all other rules and regulations of the Society (including but not limited to the Society's articles of incorporation, bylaws, confidentiality statements, and conflict of interest statements) and will ensure that their membership in the Society remains in good standing at all times. Furthermore, each member of the Board of Directors will at all times obey all applicable federal, state, and local laws and regulations and will provide or cause to provide the full cooperation of the Society when requested to do so by those institutions and their persons set in authority as are required to uphold the law.
2. Members of the Board of Directors will conduct the business affairs of the Society in good faith and with honesty, integrity, due diligence, and reasonable competence.
3. Except as the Board of Directors may otherwise require or as otherwise required by law, no Board member shall share, copy, reproduce, transmit, divulge or otherwise disclose any confidential information related to the affairs of the Society, and each member of the Board will uphold the strict confidentiality of all meetings and other deliberations and communications of the Board of Directors.
4. Members of the Board of Directors will exercise proper authority and good judgment in their dealings with Society staff, members, and the general public and will respond to their needs in a responsible, respectful, and professional manner.
5. No member of the Board of Directors will use any information provided by the Society or acquired as a consequence of the Board member's service to the Society in any manner other than in furtherance of his or her Board duties. Further, no member of the Board of Directors will misuse Society property or resources and will at all times keep the Society's property secure and not allow any person not authorized by the Board of Directors to have or use such property.
6. Each member of the Board of Directors will regularly participate in professional development activities and will perform his or her assigned duties in a professional and timely manner pursuant to the Board's direction and oversight.
7. Each member of the Board is to exercise to the best of their ability their fiduciary responsibilities related to Board reimbursement expenses, programs, and activities of the Society.
8. Upon termination of service, a retiring Board member will promptly return to the Society all documents, electronic and hard files, reference materials, and other property entrusted to the Board member for the purpose of fulfilling his or her job responsibilities. Such return will not abrogate the retiring Board member from his or her continuing obligations of confidentiality with respect to information acquired as a consequence of his or her tenure on the Board of Directors.
9. The Board of Directors dedicates itself to leading by example in serving the needs of the Society and its members and also in representing the interests and ideals of the plumbing engineering industry at large.
10. The Board of Directors shall act in a professional and courteous manner at all times. Publication of any material or statements of any kind related to Society business, whether disclosed in public, printed, emailed, or posted on any social media site, regardless of the subject matter, shall be professional in nature.
11. This Code of Ethics applies to online activities (social media) in addition to all other policies stated in the bylaws and P&O Manual. The Board of Directors shall respect ASPE members' privacy when posting to social media sites and are encouraged to promote positive communication only, while refraining from harassment or any questionable activities of any kind that could be considered inappropriate.