



## **Sample Code of Ethics**

*This code of ethics was developed by one of ABC's peer groups.*

### **Attendance**

I will make every reasonable effort to attend each meeting, knowing that, in my absence, the value of each meeting is considerably diminished for those in attendance.

### **Confidentiality**

I will, in no way, use any information about or insight into a fellow members company in any way that could result in harm to a member or give myself or anyone else a competitive advantage against a fellow member. I, furthermore, agree to maintain this confidentiality and trust beyond my or my fellow member's involvement with the group.

### **Preparedness**

I will come to each meeting prepared to discuss and share any relevant information or knowledge that I possess in relation to the meeting agenda, with the group.

### **Prompt Pay**

I will reimburse the meeting host for my share of meeting expenses, within 7 calendar days of receiving notification of the amount I owe.

### **Hosts Duty**

When I am the meeting host, I will take the duty seriously and, with input from the group, prepare a comprehensive agenda and be prepared to lead/facilitate the discussions.

### **Recruitment**

I will not recruit employees, nor cause the recruitment of any employees who currently work for a member company.

### **Timely Response**

I will make every reasonable effort to respond to any requests made by the meeting host or any fellow member in a timely manner. I will do my best to meet requested deadlines for information and or material.