



### **CODE OF ETHICS AND PROFESSIONAL CONDUCT**

1. The auxiliary services professional shall represent the association with personal integrity and shall conduct the business of the association in a professional manner.
2. The personal and professional conduct of the professional shall be such that it enhances the integrity and prestige of the profession.
3. The professional shall refrain from entering into private or personal activities that may be interpreted as a conflict of interest and from accepting gifts or favors that imply an obligation of the association.
4. The professional shall refrain from any activity that compromises the fiscal integrity of the association. The professional should not benefit financially, either directly or indirectly, from any decisions made as an officer of the association.
5. The professional recognizes the cultural diversity of the association and promotes non-discriminatory personnel practices, which ensure that recognition, selection, and promotion are based on skill, proficiency, educational experiences, measurable potential, and productivity.
6. The professional shall strive to participate in the development of the association's mission statement and shall serve in any beneficial capacity that enhances the achievement of the goals of the association.
7. The professional fosters and supports the development of professional standards in the regional and national association.
8. Anyone who has official contact with NACAS' consultants, such as our attorney, auditor or person we contract with on an hourly basis, must go through the CEO, president or his/her designee.

***From NACAS Policy Section 301***