

WIM Code of Conduct

Purpose of this Code of Conduct

This Code of Business Conduct is designed to foster a law-abiding, ethical business environment for WIM members. Our continued success as a company depends on every member adhering to these high standards.

This Code sets forth our basic policies on business ethics which apply to every member. While this Code may not provide specific direction for each situation, it does set forth the basic principles which should guide your daily conduct. This Code also identifies several other policy statements to which you should refer in specific situations.

Reporting of Suspected Violations

Report suspected violations of this Code immediately to the WIM administrator wimfoxvalley@gmail.com.

Every report will be addressed promptly and in a confidential manner. Retaliation against any member who reports a violation of these standards is strictly forbidden. Disciplinary action will be taken against any person who engages in such retaliation.

This Code and the policies stated herein supersede any prior inconsistent policies, guidelines or position statements.

Complying with this Code

Each member is personally responsible for adherence to this Code. Additionally, each officer and director must ensure that members understand and follow these standards. Failure in compliance and enforcement of standards may result in disciplinary action, including termination of membership.

This Code applies to all members and should be reviewed by each member annually. From time to time WIM may provide additional guidance regarding the responsibilities of members performing specific duties. WIM strictly prohibits any conduct in violation of this Code.

Code

To assure orderly operations and provide the best possible business environment, WIM expects members to follow rules of conduct that will protect the interests and safety of all members and WIM. It is not possible to list all the forms of behavior that are considered unacceptable, but the following are examples of infractions of rules of conduct that may result in disciplinary action, including suspension or termination of membership:

- Theft, embezzlement, or inappropriate removal or possession of property;
- Falsifying or altering WIM's records or intentionally giving false information to anyone with a duty to prepare WIM's records, no matter when discovered (This includes giving false information on an membership application);
- Attending WIM functions under the influence of alcohol or illegal drugs;
- The use of profane, abusive or indecent language or the display of indecent gestures, drawings or writings by an member;
- Coercion, intimidation or threats against customers, immediate supervisors or fellow members;
- Disrespectful or discourteous conduct to clients, vendors, speakers, guests or other members;
- Misuse of the WIM directory and any other information provided by the WIM organization; and
- Actively soliciting business at any WIM event or WIM-sponsored event without authorization of WIM. WIM recognizes that a certain level of networking and business will take place at WIM events and WIM-sponsored events, however, at the sole discretion of the Board of Directors, if any member actively solicits business in such a manner as to violate this Code, such member is subject to disciplinary action.