



CODE OF ETHICS POLICY

Issue Date: May 5, 2006

Revision Date: July 7, 2006

Revision Date: January 9, 2009

Revision Date: August 19, 2016

Revision Date: June 27, 2025

Statement of Commitment

As I help establish policies and programs on behalf of the members of the Rocky Mountain Section of the American Water Works Association (RMSAWWA), I recognize that I am entrusted with the responsibility of stewarding the organization's assets.

The members have placed their confidence in my dedication and abilities, acknowledging the importance of having capable and committed individuals in roles such as Board Member, Committee Chair, Subcommittee Chair, or Co-Chair. In return for their trust, I am committed to giving my best effort, showing full dedication, and providing consistent support to serve the organization and its mission.

Therefore, as a member of the Governing Board (Board) of the Section or Chair/Co-Chair or Subcommittee Chair of a committee, I acknowledge and commit that I will observe a high standard of ethics and conduct as I devote my efforts, skills and resources in the interest of the Section and its members. I will perform my duties as a Board member or Committee Chair in such a manner that members' confidence and trust in the integrity, objectivity and impartiality of the Section are conserved and enhanced. To do otherwise would be a breach of the trust which the membership has bestowed upon me.

Ethical Guidelines

General

1. I will always hold the betterment of the membership of the Section as my priority, including participation in all discussions and voting matters.
2. I am obligated to act in a manner that will bear the closest public scrutiny.
3. It is my responsibility to contribute to the Board any suggestions of ways to improve the Section's standards, practices or ethics.
4. I will comply with the Section's Conflict of Interest Policy.
5. I will respect the confidentiality of sensitive information about the Section, its members, Board of Trustees ("Governing Board") and employees.
6. I will comply with applicable federal, state and local laws, regulations and fiduciary responsibilities in an effort to create transparency in all of our operations.

Information

1. I will be alert to information which the Section may use to develop improved policies and strategies.
2. I will protect the Section's information closely and will not release or share confidential information without the permission, preferably in writing, of the person who provided it.
3. I will maintain confidentiality of all information which the Board or committee deems confidential.

Resources

1. I will keep all expenses incurred for Section business reasonable and justifiable, with the understanding that I will be reimbursed for such expenses if prior approval has been given through the inclusion of the expense in the Section budget. I will seek prior approval from the Executive Director for any anticipated variance from budgeted expenses if the variance amount exceeds \$30.00.

Representing the Rocky Mountain Section of American Water Works Association

1. As part of my duties as a Board member or Committee/Subcommittee Chair/Co-Chair, I represent the Section informally and formally to other associations, societies, government officials, and business representatives. I recognize that it is important that I represent the Section in such a way as to leave others with a positive impression of the Section. In my duties I will preserve and enhance the good reputation of the Section and will avoid behavior that might damage its image.

Interpretation

The Section Chair shall ensure that the practice of this policy will be fair, just, and equitable in all situations of interpretation and application.

Handling of Alleged Deviations from CODE OF ETHICS POLICY

Individuals ("complainants") who have concerns about alleged deviations from the Section's CODE OF ETHICS POLICY should submit their formal complaint in writing as stated in the Section's FRAUDULENT OR DISHONEST CONDUCT POLICY and which will then be handled in accordance with the procedures stated in that policy. Anonymously submitted concerns or complaints cannot be acted upon.

Delegation and Penalties

Penalties imposed for breach of the Code of Ethics may include, but are not limited to the following:

1. Excluding the member from portions of all future meetings and discussions that relate to the stated conflict of interest, and/or
2. Censure of the member in private, public, or both, and/or
3. Removal of the member from their position by a resolution passed by a vote of two-thirds of the Board, provided that notice of such a proposed resolution is given with the notice calling the meeting.

I have read and I accept the Rocky Mountain Section of American Water Works Association's Code of Ethics for Governing Board members and Committee/Subcommittee Chairs/Co-Chairs.

Name: _____

Signature: _____

Title: _____

Date: _____