



Code of Conduct for Members of the Board of the Australian Alpaca Association Ltd

First issued to: All Members 8 December 2004

Reviewed date: February 2012

APPROVED BY: AAA Ltd. Board

It is understood that the continuing participation of any member of the AAA Board is subject to compliance with this Code of Conduct, and that this Code of Conduct has been approved by the Board. During the term of office of any member of the AAA Board it is agreed that they shall:

1. Abide by any Code of Practice or similar item approved by the Board;
2. act with necessary care and diligence, demonstrating commercial reasonableness in decisions;
3. not make improper use of information gained through their position on the Board`;
4. make reasonable enquiries to ensure that the AAA is operating efficiently, effectively and legally towards achieving its goals;
5. undertake diligent analysis of all proposals placed before the Board;
6. adhere to accepted meeting and communication protocols and procedures;
7. perform their duties with professionalism, objectivity and integrity in the best interests of the AAA, AAA members and AAA staff;
8. act at all times in a fair, unbiased and non-discriminatory manner;
9. act in accordance with AAA policies, procedures, rules and codes, ensuring that they maintain an up to date knowledge of any changes to such AAA policies, procedures, rules and codes as amended from time to time;
10. discharge their duties in good faith with the level of skill and care expected of them;
11. provide advice and assistance to fellow Board members, AAA members and AAA staff to the best of their ability;
12. treat fellow Board members, AAA members, AAA staff and the public with courtesy and with sensitivity to their rights, duties and aspirations;
13. behave in a manner that maintains and promotes the reputation of the AAA in a positive manner;
14. respect the rights and privacy of AAA members and AAA staff;
15. maintain confidentiality of documents where the need for such confidentiality exists as determined by the Board;



16. assist in assuring that the AAA is free from harassment and bullying;
17. avoid conflicts of interests, and disclose any interest, pecuniary or otherwise, in another business dealing or organisation, or a situation involving any family or friend ties, and not allow personal interests, or the interests of an associated person, to conflict with the interests of the AAA; and
18. endeavour to contribute to and maintain a culture befitting a professional team that works effectively and efficiently in the best interests of the AAA.

Board members agree to continue to abide by this Code of Conduct after leaving the Board in accordance with relevant legislative requirements and AAA Codes of Practice.

It is understood that a breach of this Code of Conduct by a member of the Board may result in disciplinary actions by the AAA, including dismissal from the position as a Board member or terminating their membership in accordance with AAA rules.