

ESRG MEMBERS CODE OF PROFESSIONAL CONDUCT



(Status: October 2014)

Members of the ESRG recognise the importance of their professional activities and the contribution they make to Society. They accept their obligations to act with integrity in the widest of public interest while striving to ensure they remain at a high level of competence.

ESRG is a European trade body with a range of national member interests and the following Code is designed to support a number of general principles.

The Code is set by the ESRG Board in accordance with the ESRG-Statutes. It indicates the manner in which all its members are required to conduct themselves when going about their business. At all times their practices must be lawful and that in any conflict of interest between their professional duties and their duty to other parties and interests, the members' professional duties will prevail.

1. Health, Safety and Environment

1.1 Members will at all times take care to ensure that their work and the outputs of their work constitute no avoidable danger of death or injury or ill health or damage to the greater human society of which they all are part of.

1.2 Members will have due regard for the need to protect and sustain working and living environments and make a systematic assessment of environmental, health and safety risks related to their activities, their corporate legal liability and the requirements of the jurisdiction in which they operate.

1.3 Members will ensure that their activities comply with relevant quality standards and legislation as appropriate.

2. Maintaining and developing Competence

Members will take all reasonable steps to maintain and develop their professional business competences and that of their employees. They will encourage the education and training of their staff.

3. Integrity and Responsibilities

3.1 Members will discharge their professional responsibilities with integrity and accept responsibility for work done by them or under their supervision or direction.

3.2 Members will ensure that all activities that they undertake will be by properly qualified persons with appropriate expertise and training.

4. Commissions, Royalty's, Claims and Conflicts of Interest

4.1 Members will ensure that all payments made or received by them are proper and legal.

4.2 Members will not make false or exaggerated claims, or advertise any such claims expressly in letters or articles for publication; nor will they permit others to use their names to endorse any such claim in any form of advertising in relation to any product or process.

4.3 Members will not seek to represent the ESRG unless expressly requested by the ESRG Board. If a member is invited to represent ESRG to an external body an application in respect of policy must be made to the ESRG Board.

5. Professional Reputation

5.1 Members called upon to give an opinion in their professional capacity of any ESRG activity or that of its members, will to the best of their ability give such opinion that is objective and reliable and that includes clear statements of the impact and consequences of that opinion.

5.2 Members will not set out to challenge the professional reputation of ESRG or its members unless it is in the public interest or necessary to protect their own professional reputation.

6. Improper Conduct

Members will at all times uphold the good name of ESRG. They must notify ESRG on receiving a civil or criminal court conviction and it is for the Board to decide if such conviction is damaging to the ESRG or otherwise renders the member unfit to remain a member.

7. Confidentiality

Members will not divulge any information acquired by them that is not within the public domain or any information given to them in confidence by another member without the express authority of that member unless required to do so by a Court or as required by law.

8. Violation by others

Members will report in writing to the ESRG any violation of these rules by another member.

9. Respect of Competition law compliance

Compliance with EU competition law is a requirement for ESRG members, any of its volunteers or associated staff during all activities conducted by ESRG both at and around the meeting's location. In respect of compliance with competition law and competition relevant issues it is prohibited to discuss and to exchange information in any respect of:

- Individual company/industry prices, individual company data on costs, production, capacity, inventories, sales, etc.
- individual marketing plans or particular products (including proposed territories or customers)
- rates or rate policies for individual shipments, including basing point systems, zone prices, freight, etc.
- company bids on contracts for particular products; company procedures for responding to bid invitations
- matters relating to actual or potential individual suppliers or customers that might have the effect of excluding them from any market or influencing the business

In order to fulfil the requirements of EU competition law all meetings must have an agenda and subsequent minutes which reflect the matters discussed. All participants are obliged to support the effort to meet the standards of EU competition law.
