

"Building Communities of Trust"



# Code of Conduct

## Our Commitment to Ethics and Compliance

### **Purpose:**

The Indiana Sheriffs' Association's Code of Conduct defines the behavior the association expects from our Corporate Partners, exhibitors, event sponsors, and any organization participating in any Indiana Sheriffs' Association (ISA) event, defined as Business Partners herein after.

The ISA thanks you for your compliance with this Code of Conduct and look forward to a mutually beneficial relationship with all of our business partners based on the highest level of ethical behavior.

Just as we expect ISA employees to act in accordance with the highest ethical and legal standards in their business dealings with you, we also expect our Business

Partners to act in a manner consistent with these ethical expectations and obligations in their interactions with us.

### **Comply with Laws:**

Business Partners are required, as a minimum standard, to comply with all of the local, state, and federal laws and regulations in which an ISA event may be held.

### **Conflict of Interest:**

You are responsible for disclosing to the ISA all actual or potential conflicts of interest related to your business relationship with the ISA. A conflict of interest exists where an individual or business' interests conflict with the interest of the ISA's. This includes actual conflicts and/or even the appearance of impropriety.

### **Act with Integrity:**

The ISA acts with integrity at all times and we expect our Business Partners to behave in the same way. Business Partners will not engage in personal activities or public comments that are intended to damage the ISA's business interests or reputation.

Business Partners will not offer, promise, give, demand, or accept bribes or other improper advantage, including excessive gifts and entertainment, to obtain, retain, or give business. The highest legal, moral, and ethical standards of honesty, integrity, and fairness are to be practiced in the conduct of the ISA's affairs.

### **Competition:**

The ISA believes in competing fairly. The association expects our Business Partners not to engage in, nor be party to, agreements, business practices, or conduct that are anti-competitive.

Business Partners should work in partnership with the ISA and its other Business Partners to meet the expectations of the 92 sheriffs of Indiana.

## **Character of Exhibits:**

The ISA reserves the right to decline or prohibit any exhibit, part of any exhibit, or prohibit or restrict any activity or conduct within the exhibition area which, in the ISA's sole opinion, is not appropriate.

## **ISA Logo:**

The ISA will be contacted before our logo is used. No use of our logo is allowed on any item without a formal, signed contract with the ISA prior to use. Contact a member of the ISA staff for more information on a contract.

In line with our strong commitment and adherence to applicable legal and regulatory obligations, the ISA will not tolerate the misuse of our products and logos for illegal purposes.

## **Liability:**

ISA is not responsible for the safety of exhibits from theft, damage by fire, or any other causes. The Exhibitor hereby expressly assumes responsibility for injury or damage to persons, property or things occurring within the exhibit space assigned to such Exhibitor.

## **Limitations on Gifts and Gratuities:**

All ISA employees and contractors can not accept gifts or payments in exchange for business opportunities or any other gain.

## **Alcohol and Drugs:**

No alcoholic beverages may be served, consumed, or given away by Exhibitors in the Exhibit Hall. If the Convention Center's or Hotel's Alcoholic Beverage Control license is suspended or revoked in whole or in part, the Convention Center or Hotel is fined or otherwise sanctioned by the Indiana State Excise Office because of an act or omission of the Exhibitor, or ISA is thereby subjected to liability in any manner, Exhibitor agrees to indemnify and hold harmless, ISA, the Convention Center, the Hotel, the Host Sheriff, the Host County, their representatives, agents, employees, servants, and officials, from any and all claims, losses, damages, or expenses, including reasonable attorneys' fees and litigation expenses, arising out of or resulting from such suspension, revocation, fine, or sanction.

The Indiana Sheriffs' Association is committed to providing a safe, secure, healthy, and productive work environment. The use, possession, or sale of illegal drugs, drug paraphernalia, or alcohol on ISA's premises or at an ISA event is prohibited.

## **The ISA Expectation:**

The ISA expects all Business Partners to live up to these standards. Business partners are expected to notify the ISA immediately if they become aware of any compliance issues involving themselves or others. The ISA expects any Business Partner who feels pressured by an ISA employee or another Business Partner to violate these Standards to contact Stephen Luce, ISA Executive Director.

Failure to comply with this Code of Conduct for the ISA may result in discontinuance of business relationships and attendance at any future ISA event.