

### **Leadership Code of Conduct**

Member Volunteer Leaders of the American Association of Orthopaedic Executives (AAOE) agree:

- To act in the best interests of, and fulfill their obligations to, the AAOE and its members;
- To act honestly, fairly, ethically and with integrity;
- To conduct themselves in a professional, courteous and respectful manner;
- To comply with all applicable laws, rules and regulations;
- To act in good faith, responsibly, with due care, competence, and diligence, without allowing their independent judgment to be subordinated;
- To act in a manner to enhance and maintain the reputation of the Association;
- To disclose potential conflicts of interest that they may have regarding any matters that may come before the Board, and abstain from discussion and voting on any matter, in which the Director has or may have a conflict of interest;
- To make available to and share with Directors any information that may be appropriate to ensure proper conduct and sound operation of the Association's governance and management;
- To respect the confidentiality of information relating to the affairs of the Association acquired in the course of service, except when authorized or legally required to disclose such information;
- To not use information acquired in the course of service for personal advantage;
- To not violate any federal, state or local laws governing the Association and to understand and adhere with all governing documents applicable to the Association.

A Member Volunteer Leader who has concerns regarding compliance with this Leadership Code of Conduct should raise those concerns with the President of the Board of Directors. In the extreme unlikely event that a waiver of this Code for a Member Volunteer Leader would be in the best interest of the Association, it must be approved by a unanimous vote of the Board.

Member Volunteer Leaders will annually sign a confirmation that they have read and will comply with this Code.

Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

**Please return via email ([info@aaoe.net](mailto:info@aaoe.net)) or fax (317-805-0340).**