

## **Eden Prairie Chamber of Commerce**

### **Member Expectations and Code of Conduct**

The Eden Prairie Chamber of Commerce (the “Chamber”) is a non-profit membership-driven business organization. The Chamber acts as a connection in Eden Prairie between business and community. The Chamber has adopted this Code of Conduct to protect the Chamber’s legitimate business interest and provide Chamber members and the community with the best experience possible. By complying with this Code of Conduct, together we can achieve a safe, inclusive, and ethical environment.

#### **Participants in any activities sponsored by or under the auspices of the Chamber shall:**

- Respect the human rights and dignity of all others, and respect the diversity of our community and avoid any form of discrimination or harassment
- Treat all persons and entities in a professional and respectful manner
- Cooperate reasonably with other related organizations
- Represent their company and products honestly
- Not engage in any unfair or deceptive practices
- Uphold the highest standards of honesty, fairness, and transparency in all dealings with the Chamber and its members
- Observe and comply with all applicable, local, state, and federal laws and regulation, and adhere to all Chamber policies and procedures
- Not make false, fictitious, or misleading claims
- Disclose conflicting business interests
- Ensure that working environments are safe
- Not share information contained in confidential and private correspondence and documentation
- Respect the intellectual property rights or any other proprietary business information of others
- Acknowledge that lawful, reasonable competition for business among participants is customary and to be encouraged
- Represent the Chamber positively in all public forums
- Refrain from conversation with like industries on pricing for goods which could appear as price fixing
- Address conflicts constructively and seek amicable resolutions
- Utilize the Chamber’s established channels for conflict resolution when necessary
- Use Chamber resources responsibly and for their intended purposes
- Strive for excellence and continuous improvement in carrying out the Chamber’s mission
- Report any unethical behavior or violations of this Code of Conduct
- Cooperate fully in any investigations of misconduct

Any form of harassment which violates law or which includes bullying, offensive comments/conduct, or discrimination based on race, color, religion, sex (including sexual harassment and pregnancy discrimination), sexual orientation, gender identity, national origin, age, genetic information, or physical or mental disability directed at Chamber staff or fellow members will not be tolerated.

The Chamber reserves the right to deny participation in any Chamber activities to any person or entity if, in its sole opinion, a participant's conduct or behavior violates this Code of Conduct or may cast a negative light on the Chamber's programs, projects or services.

Membership in the Chamber or participation in Chamber activities constitutes your consent to abide by this Code of Conduct . Violation of this Code of Conduct may result in expulsion from the Chamber or any activity, suspension or non-renewal of membership, or other legal or administrative action as the Chamber deems appropriate. The Chamber reserves the right to amend this Code of Conduct at any time without notice.

**If you feel someone is violating this policy, please contact and report this to a staff member or a member of the Board of Directors so the issue can be investigated and resolved.**

**Thank you for your cooperation and participation in the Eden Prairie Chamber of Commerce.**