



ASIS International

Code of Ethics

and

Code of Conduct

Code of Ethics

Aware that the public depends upon security professionals to maintain a high level of ethics and integrity and to act in a way that is beneficial to society, ASIS International (hereafter: "ASIS") adopts the following aspirational Code of Ethics, which its members should strive to observe:

- I. ARTICLE I: A member shall perform professional duties in accordance with the law and the highest moral principles. Ethical Considerations:
 - a. A member shall abide by the law of the land in which the services are rendered and perform all duties in an honorable manner, respecting local rules and cultural practices, being mindful that some professional behavior acceptable in one culture may be seen differently in other cultures.
 - b. A member shall not knowingly become associated with colleagues who do not conform to the law and these ethical standards.
 - c. A member shall be just and respect the rights of others in performing professional responsibilities.
 - d. Members will conduct themselves with respect and dignity for others regardless of race, color, culture, national origin, language, immigration status, or ethnicity; age; mental or physical disability; religion or political affiliation; gender, gender identity or expression; sexual orientation; socioeconomic status; domestic violence victim status; genetic information; familial/marital status; military status, or any another distinguishing characteristic.
 - e. Members will not tolerate harassment and/or bullying in any form.



- II. ARTICLE II: A member shall observe the precepts of truthfulness, honesty, and integrity. Ethical Considerations:
- a. A member shall disclose all relevant information to those having a right to know.
 - b. A member shall not knowingly release misleading information, nor encourage or otherwise participate in the release of such information.
 - c. A member will remain positive and welcoming to other members.
 - d. A member will recognize that the ASIS community is a place for diversity of thought, organization, and individuals.
- III. ARTICLE III: A member shall be faithful and diligent in discharging professional responsibilities. Ethical Considerations:
- a. A member is faithful when fair and steadfast in adherence to promises and commitments.
 - b. A member is diligent when employing best efforts in an assignment.
 - c. A member shall not act in matters involving conflicts of interest without appropriate disclosure and approval.
 - d. A member shall represent services or products fairly and truthfully.
- IV. ARTICLE IV: A member shall be competent in discharging professional responsibilities. Ethical Considerations:
- a. A member is competent who possesses and applies the skills and knowledge required for the task.
 - b. A member shall not accept a task beyond the member's competence, nor shall competence be claimed when not possessed.
- V. ARTICLE V: A member shall safeguard confidential information and exercise due care to prevent improper disclosure. Ethical Considerations:
- a. Confidential information is nonpublic information, the disclosure of which is restricted.
 - b. Due care requires that the professional must not knowingly reveal confidential information or use a confidence to the disadvantage of the principal. This confidentiality continues after the business relationship between the member and his principal has terminated.



- c. A member who receives information and has not agreed to be bound by confidentiality is not bound from disclosing it. A member is not bound by confidential disclosures of acts or omissions that constitute a violation of the law.
 - d. A member shall not disclose confidential information for personal gain without appropriate authorization.
- VI. ARTICLE VI: A member shall not maliciously injure the professional reputation or practice of colleagues, clients, or employers. Ethical Considerations:
 - a. A member shall not comment falsely and with malice concerning a colleague's competence, performance, or professional capabilities.

Code of Conduct

Preamble: Bearing in mind that ASIS is a private, not-for-profit professional membership organization with no law enforcement authority and no power or authority to compel anyone's cooperation or attendance at any hearing, and no power to subpoena, ASIS members are encouraged to attempt to resolve a breach of this Code of Conduct with the parties involved before submitting a formal complaint to ASIS so that it is attempted to be resolved without ASIS intervention. Except as expressly set forth below, a complaint should only be submitted to ASIS if the violation cannot be resolved informally, is dangerous in nature, or poses a risk to a person, ASIS, or ASIS' reputation.

ASIS adopts the following Code of Conduct and mandates its conscientious observance as a binding condition of membership in or affiliation with ASIS:

- I. ARTICLE I: A member shall conduct themselves at ASIS events with dignity and respect for others. Considerations:
 - a. ASIS is committed to providing a respectful and welcoming experience for all event participants. All attendees should feel welcome and included at ASIS.
 - b. All ASIS attendees, presenters, exhibitors, sponsors, vendors, contractors, other service providers, and ASIS staff at any onsite or virtual meeting, interaction, or event will conduct themselves with dignity, respect, and without



judgement towards others.

- c. Attendees will:
 - i. Follow all laws applicable to the person and place.
 - ii. Respect the specific rules and policies of the event; and
 - iii. Otherwise uphold the reputation of ASIS.
- d. Attendees will not behave in the following ways:
 - i. Intimidating, threatening, harassing, abusive, discriminatory, derogatory, demeaning conduct, whether written, verbal, electronic, or other abuse.
 - ii. Inappropriate use of nudity and/or sexual images or language.
 - iii. Failing to obey any rules or policies of the venue or ASIS.
 - iv. Whether such behavior constitutes unacceptable behavior shall be determined by ASIS and its representatives, in their sole discretion. ASIS takes matters of such unacceptable behavior in any form seriously.
- e. Unacceptable behavior will not be tolerated.
 - i. Any event participant requested to stop any unacceptable behavior is expected to comply immediately.
 - ii. At any ASIS event, ASIS staff (or their designee) or ASIS International Board members may take any action deemed necessary and appropriate, including, but not limited to, removal of a participant, for any unacceptable behavior as described above.
 - iii. Anyone engaged in unacceptable behavior may be subject to removal from the event, at ASIS's sole discretion, without refund. Depending on the severity of the unacceptable behavior, further consequences may include termination of membership in ASIS, or denial to participate in future ASIS events or meetings as determined by ASIS.
- f. Reporting Unacceptable Behavior
 - i. If you are the subject of unacceptable behavior as defined above or have witnessed any such unacceptable behavior and you have been unable to resolve the situation in another way, you may notify ASIS staff.



- ii. Requests for confidentiality will be honored to the extent permitted by the law and ASIS procedure.

II. ARTICLE II:

- a. Volunteer leaders in ASIS including board members, committee members, and chapter leaders set themselves as an example by acting in accordance with this Code of Conduct.
- b. During the course of service as a volunteer to ASIS, work may be created by volunteers to advance the mission of ASIS. ASIS will retain all intellectual property rights for projects in which volunteers are involved. All ASIS volunteers need to agree to this to maintain a role on a committee, chapter, or board of ASIS. Volunteers shall not challenge these intellectual property rights of ASIS or act in a way that is inconsistent with these rights.
- c. Members understand that membership in ASIS does not equal endorsement by ASIS for any individual or company nor should use of the ASIS brand be employed by outside member-related institutions.
- d. Members will not intentionally misrepresent ASIS' stance on issues for personal/professional gain.
- e. Members will not misuse their membership with ASIS to suggest a business or other relationship in a way that may harm ASIS International's reputation.

III. ARTICLE III:

- a. The following constitute cause for consideration of discipline or remedial action, including, without limitation, suspension, or expulsion of an ASIS member,
 - i. Violation of the ASIS International Code of Conduct.
 - ii. Any conduct or action that, in the opinion of the Ethical Standards Committee, is improper or prejudicial to ASIS or is detrimental to the interests and responsibilities of the security profession.
 - iii. Conviction of a felony or equivalent.
 - iv. A member also may be subject to discipline (including, without limitation, suspension, or expulsion) by the ASIS International Board of Directors for other reasons, as set forth in the ASIS International Bylaws.



b. Jurisdiction

- i. The Ethical Standards Committee shall have jurisdiction over all complaints under the Code of Conduct that do not allege irregularities in the certification process. Complaints alleging irregularities in the certification process should be referred to the Professional Certification Board (PCB). In the case of complaints that allege both violations of the Code of Conduct; and that also allege irregularities in the certification process, the matter of jurisdiction shall be determined by the ASIS International Board of Directors or its designee. No individual should be required to answer two disciplinary bodies at the same time for the same complaint.

c. Conflict of interest

- i. No person shall be in any way involved in any investigation (except as a party, a party's representative, or witness) in which they have a personal, family, business or financial interest, stake, or connection in or with either party or in the outcome of the proceeding.

d. Complaint and Investigation Procedure

- i. Any member or staff person may file a complaint against a member or person, or entity affiliated with ASIS alleging a violation of the Code of Conduct.
- ii. ASIS members are encouraged to attempt to resolve a breach of this Code of Conduct with the parties involved before submitting a formal complaint so that it is resolved without association intervention. A complaint should only be submitted if the violation cannot be resolved informally, is dangerous in nature, poses a risk to either a person or ASIS or its reputation. If there are immediate risks that pose a risk to a person, these instances should be reported to the authorities as soon as possible and if appropriate the ASIS International Ethical Standards Committee Chair should be notified at ethics@asisonline.org.
- iii. The complaint must be in writing (including electronic means of communication) and must be addressed to the ASIS International Ethical Standards Committee Chair at ethics@asisonline.org.



The Society will not accept, process, or act upon anonymous complaints. All claims must also include contact information for the person filing the complaint.

- iv. The complaint must include the name of the person against whom the complaint is being filed, with as much identifying information as is available, to include any witnesses, their names and contact information if available. A complaint that does not identify the person against whom the complaint is being filed will not be accepted or processed.
- v. A reasonably detailed description of the allegations being made in the complaint with specific reference to the elements of the Code of Conduct alleged to have been violated.
- vi. The ASIS Ethical Standards Committee Chair, in consultation with legal counsel, will initially review each complaint received and may dismiss the complaint outright and will notify the person who filed the complaint of the action.
- vii. If the Ethical Standards Committee Chair determines that the complaint has merit or deserves further inquiry, they will forward the complaint, together with any comments to the Ethical Standards Committee and select a committee member to serve as investigator. The Ethical Standards Committee retains separate authority to investigate matters (separate and apart from matters that are initiated by a formal complaint), in which case the procedure proceeds according to the following steps.
- viii. That person will lead an investigation with the Ethical Standards Committee. The investigation will include notifying the member accused of the violation. The accused will have the opportunity to present his, her or its own evidence to the investigator or Ethical Standards Committee.
- ix. The Ethical Standards Committee will determine if a breach of the Code of Conduct or, for investigations initiated by the Ethical Standards Committee itself rather than by a member or third-party complaint, other actionable misconduct has occurred.
- x. Bearing in mind that ASIS International is a private, not-for-profit professional membership organization, discipline can include a formal



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reprimand, probation from participation in ASIS, suspension, or termination of membership.

- xi. Once a final decision of the investigation has been rendered, all parties to the proceeding shall have a right to receive a copy, so that they can determine whether they wish to make an appeal.

e. Confidentiality

- i. Confidentiality by the participants must be maintained for all investigations, deliberations and proceedings and may not be discussed or divulged to third parties. This does not preclude ASIS International from making a public statement about the situation after it has been investigated.

f. Petition to the ASIS International Board of Directors

- i. Within 30 days after receiving the final decision of Ethical Standards Committee, any party aggrieved by the decision may petition the ASIS International Board of Directors (or the Board's designee for the purpose) for a review of the proceedings and decision.
- ii. However, the decision whether to accept the petition or not and whether to review the case further or not shall be entirely within the sound discretion of the ASIS International Board of Directors and there can be no appeal from the Board's decision.

Revised March 2023

This document replaces:

- ASIS Code of Ethics
- ASIS International Code of Conduct
- Policy 2010: Censure, Suspension, Revocation of Certification and Expulsion
- Procedure 2010: Censure, Suspension, and Expulsion
- Policy 1080

See also:

- ASIS Bylaws
- ASIS Certification Code of Professional Responsibility
- ASIS Standards and Guidelines Code of Conduct