



December 2022

IAC Member Company Code of Conduct

All member company employees agree to abide by the IAC Member Company Code of Conduct

The American Council for Technology-Industry Advisory Council (ACT-IAC) is a public-private partnership where government and industry executives work together to create a more effective, efficient and innovative government. Government employees participate in the organization as members of the American Council for Technology (ACT) and an Executive Committee of government executives establishes the organization's strategic direction. Private companies and other non-governmental entities participate as members of the Industry Advisory Council (IAC) and an Executive Committee of industry executives advises the ACT executive committee, provides financial oversight and implements programs and activities.

ACT-IAC provides an objective, trusted, vendor-neutral and ethical forum where government and industry can communicate, collaborate and learn.

In accordance with its requirements as a 501(c)3 non-profit educational organization and to maintain the integrity of its work, ACT-IAC does not lobby or engage in advocacy work. ACT-IAC operates in accordance with the following principles:

- Our mission is better government and government issues drive our agenda.
- We strive to improve government outcomes through collaboration and partnership.
- Our activities are objective, transparent, ethical and vendor/technology neutral.
- Our education programs contribute to a more effective workforce by providing opportunities for government and industry to learn together and from each other.
- We provide an environment of trust between government and industry that is earned and preserved by not allowing business development or lobbying in our activities.

It is ACT-IAC policy that all of its activities shall be conducted in an objective and ethical manner and that individuals who belong to ACT-IAC shall conduct themselves in a professional and ethical manner.

IAC member companies are, by their membership, affirming their commitment and the commitment of their employees to the following:

- Our organization is committed to the ACT-IAC mission of creating a more effective, efficient and innovative government to serve the nation.
- We understand the value of collaboration and that any collaborative process should be objective, transparent and ethical.
- While engaged in IAC our organization and its employees will conduct ourselves in a professional and ethical manner that is consistent with the principles set forth herein.

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ACT-IAC: Accelerating Government Mission Outcomes Through Collaboration, Leadership and Education

- Avoiding engaging in any behavior or activity that would be contrary to the interests of ACT-IAC.

As an IAC member, we make a commitment that our organization and its employees shall:

1. Comply with ACT-IAC's principles, policies and ethics guidelines.
2. Not use ACT-IAC as a forum for lobbying or sales, for taking a position on legislation, regulations or federal policies or to support or oppose a candidate for public office.
3. Not use either our affiliation with ACT-IAC, or the opportunity to participate in a meeting or other activity sponsored by ACT-IAC to promote individual company capabilities or seek to do company business.
4. Recognize that ACT-IAC is a vendor-neutral forum and will avoid engaging in or encouraging activities that will promote the interests of specific companies.
5. Recognize that this is a collaborative activity where recommendations and other outcomes are to result from a consensus-based decision-making process. We shall respect the diversity of opinions expressed while sharing opinions openly and ensuring that any information provided is accurate and fair.
6. Ascribe to the highest level of professional and ethical conduct at all times and treat all others with whom they interact – including other IAC members, ACT members and ACT-IAC professional staff, with courtesy and respect at all times.
7. Respect the confidentiality of information acquired through our participation in ACT-IAC and not use such information (e.g., conference attendee lists, etc.) for business development or promotion purposes.
8. Respect and comply with all federal ethics laws and regulations and take steps to ensure that government employees, other IAC members and the ACT-IAC staff are not placed in an unethical or compromising position.
9. Avoid taking any action that will create an actual perceived conflict of interest and fully disclose, at the earliest opportunity, information that may create the appearance of such a conflict.
10. Not engage in, or condone, any behavior that leads to sexual harassment, discrimination or harassment of any individual based on age, religion, disability, race, sexual orientation or any other factor.

Failure to comply with the above, as well as ACT-IAC principles and policies may result in removal of the organization/company from IAC.

I fully acknowledge the terms of this IAC Member Company Code of Conduct

Company Name

Company Point of Contact Name

Signature

Date