



Code of Conduct and Ethics

The most important asset of **Peaceful Ridge Rescue, Inc. (or the “Company/Organization”)** is our volunteers and their relationship and reputation with our community. Our reputation is a valuable asset that reflects personally on every employee/volunteer. Therefore, each director, officer, member, partner and employee/volunteer of the Company has an obligation to protect our reputation and must abide by the highest standards of honesty and integrity. In conducting our daily business and striving to meet our goals, we must ensure that we abide by the following principles.

- Act with honesty and integrity in all matters.
- Act in a professional business orientated manner at all times while representing the organization on premises and at all events.
- Act in a manner that will not discredit the Company/Organization, while wearing any attire supporting or representing the Company/Organization.
- In representing the Company/Organization and carrying out the Company’s business, conduct yourself with the highest ethical standards. Never conduct or condone business in a corrupt manner.
- Comply at all times with government laws and regulations in the conduct of business.
- Protect the Company’s confidential or proprietary information and never use this information for personal gain or to the detriment of the Company’s competitive position.
- Do Not communicate with the press without prior permission from President & VP, ensure that such communication complies with the Company’s guidelines.
- Be respectful and courteous to all members and potential volunteers.
- Do not discuss members or anyone’s personal business in an open forum.
- Use of Social Media in all forms (personal and business), must be completed in a manner as to not embarrass, and/or create a negative image for Company/Organization.

It is the responsibility of every employee/volunteer to report any deviation from this Code of Ethics and Conduct to the Company/Organization’s Leadership. If in doubt, ask.

I have read the Code of Ethics and agree to abide by them.

Signed: _____ Date: _____

Print Name: _____