



AAARF

**Auburn Area Animal Rescue Foundation**  
**11940 Masters Court, Auburn, CA 95603**  
**Voicemail: 530-887-5577**  
**Federal tax id: 91-1815747**  
**California Corp. ID# 2056201-000-040-330**

## Code of Conduct

Auburn Area Animal Rescue Foundation, Inc. officers, directors and volunteers are required, under the Code of Conduct, to behave at all times in a way which upholds AAARF values.

The Code of Conduct requires that an officer, director or volunteer must:

- Behave honestly and with integrity in the course of AAARF's mission.
- Act with care and diligence in the course of AAARF's mission.
- Treat everyone with respect and courtesy, and without prejudice or harassment, when acting in the course of AAARF's mission.
- Comply with all applicable laws when acting in the course of AAARF's mission.
- Comply with any lawful and reasonable direction given by someone in the corporation's agency who has authority to give the direction.
- Disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent) in connection with AAARF's mission.
- Not provide false or misleading information in response to a request for information that is made for official purposes in connection with AAARF's mission.
- Not make improper use of: (a) inside information, or (b) an officer's, director's or volunteer's duties, status, power or authority, in order to gain, or seek to gain, a benefit or advantage for the officer, director or volunteer or for any other person.
- Always behave in a way that upholds the value, integrity and good reputation of AAARF.
- Work with peers, respecting their opinions regardless of your own.
- Support the organization by representing the organization in a positive manner at all times.
- Support the actions of the Board of Directors regardless of personal opinion.
- Accept the principal of "majority rule" in Board decisions.
- Conduct all business in an ethical manner.
- Not carry on propaganda or attempt to influence legislation in a substantial way.
- Not participate or intervene in any political campaign on behalf of any candidate for public office while representing the corporation.

No substantial part of the activities of this corporation shall consist of carrying on propaganda, or attempting to influence legislation.

This corporation cannot participate or intervene in any political campaign on behalf of any candidate for public office.

No part of the net income or assets of this corporation shall ever inure to the benefit of any officer, director or member thereof or to the benefit of any private person.

*I have read and agree to abide by the Code of Conduct:*

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*Signature*

*Print Name*

*Date*