



## **Code of Ethics and Business Conduct**

This Code of Ethics is incorporated into the Bylaws of the Humic Products Trade Association

### **Business Conduct**

#### **Record Keeping**

All of the Association's books, records, accounts and financial statements must be maintained in reasonable detail, must appropriately reflect the Association's transactions, and must conform to applicable legal requirements.

#### **Transparency**

All of the Association's business shall be conducted in an open manner. Records of the official business of the Association shall be available to members upon request. The Association has no right to the non-public information, trade secrets or proprietary information of its members.

#### **Expectations of Members**

Members must conform to the Bylaws, Code of Ethics & Business Conduct, and any other policies and regulations of the Association.

Members must conform to all the regulatory requirements of their respective federal, state and local governments.

Members are encouraged to fund and work cooperatively on industry-wide issues.

#### **Fair and Honest Business**

All business transactions should be conducted in a fair and truthful manner, including all dealings with vendors and customers.

Members will not engage in false or misleading advertising. Members may identify themselves as a Humic Products Trade Association member in advertising and marketing materials. However, Association involvement should not be used for personal or partisan gain. Members may not infer Humic Products Trade Association (HPTA) endorsement of any of their products.

#### **Collusion**

Collusion among members is forbidden. Collusion is defined as improper secret agreements between two or more entities, to defraud or deprive others of their property or rightful share, or to otherwise indulge in a forbidden, illegal, or illegitimate activity. Collusion is any agreement with another manufacturer or marketer of humic products to inhibit price competition by raising, depressing, fixing, or stabilizing prices, discounts or credit terms. It includes, but not limited to; agreeing to selling a good or commodity at the same price; using the same formulas for computing selling prices; making market allocations where competitors agree to not compete with each other in specific markets, by dividing up geographic areas, types of products, or types of customers.

## **General Conduct**

Members should conduct themselves in a professional manner with all competitors and regulatory agencies. When the business conduct of any member becomes prejudicial to the character and welfare of the Association, or if any member exhibits conduct in any way contrary to or in violation of this Code or the Association Bylaws, such conduct will be referred to the Board for its action under the Bylaws entitled Removal of a Member.

**I agree to the HPTA Code of Ethics:**

---

**SIGNATURE**

**DATE**

---

**PRINTED NAME**

**TITLE**