

# AWS PROFESSIONAL CREDENTIALING

## CODE OF CONDUCT

AWS SCIO and its Regional Partners share responsibility for the administration, oversight and integrity of the AWS Standard, AWS Certified Sites and Professionally Credentialed (PC) Individuals. As such, AWS is dedicated to maintaining the trust and respect of our members, partners and the public through unquestionable integrity, honesty and ethics. As a result, any individual entering our PC Program is required to sign up to our Code of Conduct. In addition to the requirements of the Code of Conduct, individuals shall comply with applicable laws and regulations.

The Code of Conduct states that:

- Individuals shall commit to work collectively to support the AWS mission, the AWS membership and all entities seeking to become better water stewards;
- Individuals shall support the implementation of, and encourage compliance with, the AWS Standard, AWS Certification Requirements, and all other AWS-related policies and procedures;
- Individuals shall act honestly, in good faith and in the best interests of AWS, not engaging in conduct likely to discredit AWS;
- Individuals commit to continuous learning and maintaining accurate and up-to-date information on their credentialing status, as well as the correct use of AWS Intellectual Property, logos and information, in line with relevant Policies;
- Individuals shall use care and diligence in fulfilling the duties of holding an AWS Professional Credential and in exercising the powers attached to their credential; and naturally abide by laws related to the profession and to general public health and safety and carry out their professional work in a competent and objective manner;
- Individuals shall inform the AWS PC Program Administrator of any conflicts, or potential conflicts of interest, arising out of the fulfilment and responsibilities of their credential;
- Individuals shall maintain the privacy and confidentiality of information obtained during their activities unless disclosure is required by law. Such information shall not be used for personal benefit or released to inappropriate parties; and
- Individuals shall contact the AWS PC Program Administrator if they are in doubt about a specific business conduct question or would like to report an infraction.

AWS will promptly investigate any alleged non-compliance with the Code. If an individual is found to have violated the Code of Conduct through this process, they will immediately lose their credential. At the time of revocation, AWS will inform the individual of the time and process to seek reinstatement (dependent on the initial reasons for revocation).

### DISCIPLINARY POLICY AND ACTIONS

AWS confirms a violation of the Code of Conduct, if the CCUs are not fulfilled, and/or any associated fees are not paid, or if an individual misrepresents the AWS brand through their use of the PC logo, AWS reserves the right to terminate the individual's status pending resolution. AWS and the individual may agree to a suspension of status if the circumstances warrant. The individual has the right to appeal any action in accordance with the AWS complaints and appeals procedure which can be found on the AWS website (<https://a4ws.org/about/comments-complaints-and-appeals/>). See Section 12 for further details.