

# CODE OF CONDUCT TEMPLATE

This Code of Conduct Agreement ("Agreement") is entered into on the

\_\_\_\_\_ day of \_\_\_\_\_ ,

20 \_\_\_\_\_ , by and between

\_\_\_\_\_ ("Organization") and the undersigned employee, volunteer, or contractor ("Participant").

WHEREAS, the Organization seeks to establish a respectful and productive environment for all Participants;

NOW, THEREFORE, the parties agree as follows:

## 1. DEFINITIONS

- "Participant" refers to any employee, volunteer, or contractor engaged with the Organization.
- "Organization" refers to \_\_\_\_\_ , located at

\_\_\_\_\_ .

## 2. EXPECTATIONS OF CONDUCT

Participants agree to:

- Act with integrity and honesty in all interactions.
- Treat all individuals with respect and dignity.
- Comply with all applicable laws and organizational policies.
- Maintain confidentiality of proprietary and sensitive information.
- Report any unethical behavior or violations of this Agreement to the appropriate authority

within the Organization.

### 3. GOVERNING LAW AND JURISDICTION

This Agreement shall be governed by and construed in accordance with the laws of the State of \_\_\_\_\_, without regard to its conflict of law principles. Any legal action arising from this Agreement shall be filed in the courts located in \_\_\_\_\_.

### 4. SEVERABILITY

If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall continue in full force and effect.

### 5. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and supersedes all prior agreements, understandings, or representations.

### 6. NOTICE PROVISIONS

Any notice required or permitted under this Agreement shall be in writing and sent to the respective parties at the following addresses:

Organization:

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Participant:

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

## 7. AMENDMENT PROCEDURES

This Agreement may only be amended or modified by a written agreement signed by both parties.

## 8. TERMINATION CONDITIONS

This Agreement may be terminated by either party upon written notice if the other party fails to comply with any material term or condition of this Agreement. Termination shall not affect any rights or obligations that have accrued prior to the effective date of termination.

## 9. DEFAULT AND REMEDIES

In the event of a breach of this Agreement by either party, the non-breaching party shall be entitled to seek all available legal and equitable remedies, including but not limited to injunctive relief and specific performance.

## 10. CONFIDENTIALITY

The Participant acknowledges that during the course of their engagement with the Organization, they may have access to confidential information. The Participant agrees not to disclose any such confidential information to any third party without the prior written consent of the Organization.

## 11. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Organization:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Participant:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Witness:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Notary Public:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Commission Expiration Date: \_\_\_\_\_ day of

\_\_\_\_\_, 20 \_\_\_\_\_

This Agreement is intended to ensure a respectful and productive environment within the Organization and is legally binding upon execution by both parties.