

# THE SOUTH CAROLINA HORSEMEN'S COUNCIL (SCHC) CODE OF BUSINESS CONDUCT AND ETHICS

This Code of Business Conduct and Ethics sets out basic principles and standards of conduct to guide all officers and directors of THE SOUTH CAROLINA HORSEMEN'S COUNCIL (SCHC). All of our officers and directors must conduct themselves in accordance with these principles and standards.

A committee of SCHC representatives will be appointed to investigate any claims of violations of this Code. Those who are found in violation of the standards in this Code may be subject to disciplinary action, including dismissal. If a director or officer is in a situation that he or she believes may violate or lead to a violation of this Code, he or she should consult the Board of Directors.

**1. Directors and Officers Should Act Honestly and Ethically.** The SCHC directors and officers should act ethically and in good faith, with honesty and integrity, when acting on behalf of the SCHC or in connection with the SCHC business or operations.

**2. Directors and Officers Must Comply with Laws, Rules, and Regulations.**

Obeying the law, both in letter and in spirit, is the foundation on which the SCHC ethical standards are built. All officers and directors must respect and obey the laws of the jurisdictions in which we operate. Any officer or director who is unsure about any aspect of these laws should seek advice from the Board.

Any director or officer who has been convicted of or pleaded guilty to a felony must immediately report such information in writing to the Board.

**3. Public Disclosure Should Be Full, Fair, Accurate, Timely, and Understandable.** Officers and directors who are involved in the preparation of SCHC reports, documents and/or public communications have a responsibility to promote full, fair, accurate, timely, and understandable disclosure in such reports, documents, and communications.

**4. Directors and Officers Must Avoid Conflicts of Interest.** Directors and officers must avoid conflicts of interest involving the SCHC and its business. A director or officer with a conflict of interest transaction is subject to the approval, authorization, and ratification by the SCHC Board pursuant to South Carolina law and 501 (c) (3) regulations. A "conflict of interest" occurs when an individual's private interest interferes or appears to interfere, with the best interests of the SCHC as a whole. A conflict can arise when an officer or director takes actions or has interests that make it difficult to perform his or her work for the SCHC objectively and effectively. Potential conflicts can also arise when an officer or director, or a member of his or her family receives improper personal benefits as a result of his or her position in or with the SCHC. Any officer or director who becomes aware of a conflict, or potential conflict, or any material transaction or relationship that reasonably could be expected to give rise to a conflict of interest should bring it to the attention of the Board. Conflicts of interest may not always be clear; so, if you have a question, you should consult with the Board or legal counsel designated by the Board.

- 5. Directors and Officers Must Maintain Confidentiality.** The SCHC officers and directors must maintain the confidentiality of information entrusted or made available to them as confidential, except when disclosure is authorized by law or 501 (c) (3) regulations. That information must not be used for personal advantage.
- 6. Directors and Officers Shall Not Take Corporate Opportunities.** Officers and directors shall not use the SCHC property, information, or position if used to promote a member's business or service or self-interest over the best interest of the SCHC. Officers and directors owe a duty to the SCHC to advance its legitimate interests when the opportunity to do so arises.
- 7. Directors Behavior.** Behavior such as, being disruptive, disrespectful (personal attacks), threatening, disparaging fellow board members, disparaging the SCHC or intentionally or un-intentionally misrepresenting positions, activities or associations which may adversely affect the ability of the council to function towards its vision will invoke censure.
- 8. We Expect Fair Dealing In All Activities.** Each officer and director should endeavor to deal fairly and should not take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts, or any other intentional unfair-dealing practice in connection with SCHC business. Directors and officers shall deal with current and prospective members, and any individuals with whom the SCHC may conduct business without any discrimination because of race, color, creed, religion, sex, national origin, ancestry, citizenship status, age, marital status, sexual orientation, physical or mental disability, veteran status, liability for service in the Armed Forces of the United States, or any other classification prohibited by applicable laws and regulations.
- 9. Directors and Officers Should Protect and Properly Use the SCHC Assets.**  
All officers and directors should protect the SCHC assets and ensure their efficient use. Theft, carelessness, and waste have a direct impact on the SCHC. All SCHC assets should be used for legitimate purposes. SCHC equipment should not be used for non-SCHC business without permission from the Board.
- 10. Waivers of this Code Must Be Approved and Disclosed.**  
Any waiver of this Code for officers or directors of the SCHC may be made only by the Board of Directors and will be promptly disclosed as required by law or 501(c)(3) regulations.

*Our Board of Directors shall review this Code periodically to ensure that it addresses new laws and rules and contemporary legal issues. The Board reserves the right to amend the Code in the best interest of SCHC with a majority vote.*

## Compliance Certification

I have received a copy of this SCHC Code of Business Conduct and Ethics.

After reading this Code, I certify that I understand it and agree to adhere to the Code.

\_\_\_\_\_ initial \_\_\_\_\_

I certify that, to the best of my knowledge, neither I nor any member of my immediate family is engaged in any activity that may reasonably be deemed a conflict of interest. \_\_\_\_\_

\_\_\_\_\_ initial \_\_\_\_\_

Disclosures: (Please Date)

I will update this information promptly if a conflict of interest arises. I promise to comply with the Code throughout the duration of my term and acknowledge that violation by me of any provisions of the Code may subject me to immediate dismissal.

\_\_\_\_\_

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