

ASCP Volunteer Code of Conduct

The purpose of this Code of Conduct is to establish uniform rules of conduct for all ASCP volunteers in support of ASCP's mission to provide excellence in education, certification, and advocacy on behalf of patients, pathologists, and laboratory professionals; to reinforce the expectation that all individuals (volunteers, staff, members, and customers) participating in ASCP activities are treated professionally and with respect at all times; and to affirm the organization's standing policy of strict observance of legal and ethical standards that apply in the jurisdictions in which the Society conducts its business.

ASCP's volunteers are selected based on their demonstrated expertise and commitment. Each volunteer is unique and ASCP draws its strengths from the diversity of experience and views of its volunteers working together to best serve the interests of ASCP.

Volunteers will be most successful if they become familiar with the responsibilities and functions of the board, committee or other position for which they have been selected; prepare and actively participate in all meetings; and seek the assistance and guidance of staff and other experts as appropriate in carrying out their duties.

As individuals rise through the ranks as volunteers, they generally assume increasing responsibilities for the Society. They ultimately may serve as Directors in which capacity they are responsible for the governance of the Society and for ensuring its programmatic and fiscal viability for future generations. At all times, volunteers must put the overall interests of ASCP above the interests of any particular segment or constituency within the Society and above their own personal or professional interests.

Volunteers are expected to set an example for the members and staff by adhering to the highest possible legal and ethical standards. This includes strict adherence to ASCP's policies to avoid conflicts of interest and to protect confidential information received from ASCP.

At the same time, volunteers are prohibited and may be barred from ASCP activities for conduct which, in the determination of Board of Directors, is detrimental to the best interests of the Society. Examples of conduct that will constitute a violation of the Code of Conduct include but are not limited to any of the following activities with respect to the Society or any member, volunteer, employee, or customer:

- Engaging in behavior that is verbally or physically assaulting, harassing, coercing, intimidating or threatening or otherwise violates ASCP's Anti-Harassment Policy.
- Engaging in behavior that breaches the confidentiality of ASCP proprietary or privileged information.
- Failing to provide complete and accurate information to ASCP regarding actual or potential conflict of interests.
- Stealing, destroying or attempting to do malicious damages to ASCP property, including ASCP's intellectual property.
- Falsifying information or refusing to cooperate in any investigation conducted by ASCP.
- Engaging in illegal behavior, whether during the course of activities in connection with ASCP's mission or work or otherwise.

ASCP reserves the right to amend its rules of conduct as ASCP may deem necessary. Volunteer Code of Conduct reviewed and updated by the ASCP Board of Directors in June 2018.