



AMERICAN DEXTER CATTLE ASSOCIATION
 Standard Operating Procedures
 Code of Ethics / Ethics Committee

Section 14: Code of Ethics

As a member of the Association, I agree that I will:

- A. Not knowingly make any untruthful statement in submitting applications for registry and or transfer, and not register animals of questionable parentage.
- B. Not neglect or mistreat my animal(s), but, on the contrary, at all times safeguard and further its/their well-being.
- C. Not transfer any animal to a party who I feel will not conscientiously look after its health, safety, and well-being, or may exploit or degrade or otherwise act to the detriment of the breed of animal.
- D. Only breed animals that I know to be in good condition and health.
- E. Represent my animals honestly to prospective buyers and give such advice or assistance to the buyer as may be reasonably requested.
- F. Keep on the alert for and work diligently to control potentially adverse effects of known genetically inherited conditions by educating prospective buyers regarding the implications associated with the presence of these conditions in a breeding program.
- G. So act in my breeding practice and in dealings with others as to protect and improve the good standing and reputation of the breed and of the Association.
- H. Conduct myself in such a way as to protect the good order, welfare, reputation, and credit of the Association – abiding by the Bylaws and Standard Operating Procedures of the American Dexter Cattle Association – and doing no harm to the Association, its Officers and Board of Directors, or its membership.

Section 15: Standard Operating Procedures for Ethics Committee

Purpose: The purpose of this committee shall be to determine if a violation of the ADCA Code of Ethics has been committed, and to make recommendations to the Board of Directors for disciplinary action.

- A. The Ethics Committee will be composed of seven (7) individual members in good standing of the American Dexter Cattle Association. At least four (4) of the committee members should be members of the Board of Directors. The ethics committee will handle all complaints in a courteous, confidential, and expeditious manner.
- B. If an ADCA member feels that unethical behavior is occurring or has occurred, they may submit a Code of Ethics complaint by contacting their Regional Director and Secretary of the Association. If the complainant's Regional Director is the person accused of unethical

behavior, then the member may submit the complaint to another Regional Director or President or Vice President of the ADCA. If the complainant feels that an Ethics Committee Member may have a bias or conflict of interest regarding their case, the complainant may request in writing that the ADCA President replace the committee member in question. By the same token, the accused may ask for the replacement of an ethics committee member if they feel there is a conflict of interest.

C. Upon receiving notification of an ethics violation from a member of the Board of Directors The ADCA President or their delegated representative shall appoint an Ethics Committee to review the complaint. The Committee shall be appointed within 7 days of the request for review.

1. The Committee will review the complaint in a timely fashion – not more than 30 days. (If more time is needed, the committee may extend this time in 2 week increments but should work diligently to reach an informed consensus.)

D. The Ethics Committee will:

1. Inform the complainant and the accused that the complaint is being reviewed by the Ethics Committee.

Information to the complainant shall include:

- The names of the Ethics Committee Members who will be investigating the complaint and making recommendations to the board.

Information to the accused shall include:

- Who the complainant is.
- The details of the complaint.
- The names of the Ethics Committee Members who will be investigating the complaint and making recommendations to the board.

2. Research to determine whether or not the member has followed the ADCA Code of Ethics.

3. If it is determined that it is more likely than not that a violation has occurred, as determined by a simple majority of the committee members, the committee will forward all pertinent researched information, as well as their recommendations for action to the ADCA President and BOD.

E. After the complaint has been reviewed, the Committee's recommendations may include:

1. No disciplinary action.
2. RM Membership (defined as Registration of Animals Only.) This member will not have the right to vote, or to hold office, or to hold committee membership positions within the American Dexter Cattle Association. This member may register animals in compliance with the rules of the ADCA and will receive all Bulletins and printed material which would routinely be sent to ADCA members.

* The RM Membership may be reviewed at the request of said member after a period of 1 year. This review will be conducted by the Ethics Committee who will then make recommendations to the Board of Directors. At that time, the RM designation may or may not be removed – at the will of the Board.

3. Suspension of Membership – The Ethics Committee will make a recommendation of how long the suspension will last. Any person suspended shall have no claim against the corporation or any interests in the property or assets of the corporation. A member who is suspended cannot register animals and will not enjoy any of the benefits of membership in the ADCA.

4. Expulsion of Member – A member who is expelled shall be permanently removed from the American Dexter Cattle Association. Any person expelled shall have no claim against the corporation or any interests in the property or assets of the corporation. A member who is expelled cannot register animals and will not enjoy any of the benefits of membership in the ADCA.

F. Any recommendation of disciplinary action to be taken shall be given to the President in writing who will notify the Board of Directors and a meeting will be announced. The member so charged shall have 15 days' notice in writing of such meeting and shall be given the right to be heard.

G. The Board of Directors will meet in executive session to review the recommendations of the Ethics Committee and take action as the Board deems appropriate. The Board will inform the complainant and the accused of their decision by means deemed appropriate by the Board of Directors unless punishable action is being taken where the accused will be formally notified via certified mail in addition to any other notification that the accused was given.

H. Manner of Notice: Except as otherwise specified in this section, all meeting notices related to ethics complaints/violations to members shall be in writing and mailed 15 days previous to meeting to the member at their addresses appearing on the records of the Association. Notice date begins on the Postmarked date.

I. As a condition of membership into the ADCA, members agree that their membership status and any disciplinary action may be made public. A list of members on RM status will be maintained by the Association. This list will be available upon request by an ADCA member or prospective buyer. The rationale for RM status of a member may be requested by contacting the ADCA secretary. The secretary may then divulge which of the rules in the Code of Ethics was broken in a concise and unbiased manner.