

AMCHAM MYANMAR VALUES & CODE OF CONDUCT

Corporate Responsibility

These are the objectives of AMCHAM Myanmar (“AMCHAM”) and its members

- Promote U.S. business investment in Myanmar
- Provide a unified voice for American business to engage with U.S. Government
- Encourage American business to collaborate with companies in Myanmar
- Communicate opportunities and realities on the ground for businesses interested in the Myanmar market
- Facilitate capacity development by sharing best practices and encouraging corporate social responsibility

Code of Business Conduct

AMCHAM is a non-partisan, non-profit business organization. We advocate the principles of free trade, open markets, private enterprise, the unrestricted flow of information, and ethical business practices.

It is fundamental to our philosophy that good ethics and good business are synonymous. We believe that American business plays an important role as a catalyst for positive social change by promoting human welfare and the principles of free enterprise. AMCHAM recognizes that American companies already set the highest standards for ethical business practices.

We encourage members to communicate information about their existing programs and practices relative to good corporate citizenship in the markets in which they operate.

AMCHAM endorses the following values:

- Complying with all applicable laws
- Practicing good corporate citizenship
- Respecting the individual and the dignity of the worker
- Training and education for our employees
- Utilizing environmentally responsible business practices
- Improving market access and promotion of intellectual property rights
- Holding high standards of professional and business ethics
- Fostering equality between all members without any gender, religious, or political discrimination
- Refraining from using AMCHAM as a platform to promote any partisan political agenda

MEMBER CODE OF CONDUCT

AMCHAM MYANMAR (“AMCHAM”) represents and promotes US business interests and values. As such, we require our members to maintain the following values:

- Maintain the highest degree of professional ethics and personal integrity.
- Uphold transparency, good governance, and respect for the rule of law in conducting business.
- Demand the highest degree of respect for one another in meetings and other interactions.

We expect all members and their designated representatives (“Members”) to abide by the following **Member Code of Conduct** within AMCHAM:

1. We do not tolerate discrimination, disrespectful or threatening behavior of any type between or toward any individual or organization engaged with AMCHAM (a “Person”).

2. Should any Person feel that they that a Member acted in an adverse manner toward them, the Person should contact a Member or an AMCHAM employee or Governor about the matter. Such complaints will be referred to the AMCHAM Board of Governors (the “Board”) for and inquiry and action, if necessary.

3. It is not necessary for a formal complaint to be made against a member for failure to comply with this Code of Conduct. The Board reserves the right to act against any Member found to be non-compliant with this Code of Conduct.

4. After the inquiry has concluded, if a complaint made against a Member is substantiated, AMCHAM reserves the right to remove the Member from all leadership positions and/or to cancel their membership in AMCHAM without liability to AMCHAM to refund any amount of their membership fees. A simple majority vote of the Board can be used to take disciplinary action.

4. This Code of Conduct includes but is not limited to the following:

- to not act in a way that is injurious or prejudicial to the character, interests, or reputation of AMCHAM;
- to respect confidentiality requirements and privacy policies of AMCHAM;
- to be absolutely transparent in all financial matters related to AMCHAM;
- to be courteous and respectful at all AMCHAM events, meetings or activities by communicating with other Members in a measured, reasonable, professional manner, devoid of personal comments meant to cause injury or ill will. This includes not using, malicious, inflammatory, abusive, defamatory, injurious, threatening, discriminatory, or demeaning (“Unseemly”) language toward another Member.
- to refrain from using any platform, including email, phone, SMS, messenger app, or social media, to make unseemly comments or statements in relation to AMCHAM or its Members.
- to abide by the AMCHAM constitution and any conflict-of-interest guidelines or other policies and codes as may be issued or updated from time to time.

MEMBER CODE OF CONDUCT STATEMENT

I certify that I have read and understand the above policy concerning the member code of conduct.

Signature

Printed Name & Date

Version	Approved	Next review	Last Reviewed	Principal Reviewers	Applies To
1.0	June 16, 2022	June 2024		ED, Secretary	Staff, Governors, Members