

Principles of Professional And Ethical Conduct

The Professional Convention Management Association (PCMA) has adopted the following PRINCIPLES OF PROFESSIONAL AND ETHICAL CONDUCT. Members use the principles as standards of honorable behavior by which they evaluate their relationships with their organizations, suppliers and colleagues. As a member of the Professional Convention Management Association, I will:

- I. Approach all meetings in accordance with the highest ethical standards of professionalism and personal conduct.
- II. Negotiate all agreements in good faith respecting the rights of all parties involved.
- III. Respect the policies and regulations of those organizations with whom I deal.
- IV. Participate and encourage others to participate in continuing education related to the convention and meetings industry.
- V. Refrain from activities that will cause damage or discredit myself, my organization or the convention and meetings industry.
- VI. Not use my position for personal gain or benefit to the detriment or disadvantage of my organization, and I will advise all parties, including my organization, of any circumstances that may have the appearance of a conflict of interest.

Six-Point Ethical Test

1. Does your chosen course of action seem logical and reasonable? Forget what others say. Does it make sense to you? If so, it is probably right.
2. Does the solution you choose pass the test of sportsmanship? If everyone followed the same course of action, would the result be beneficial for all?
3. Where do you think your plan of action will lead? What effect will it have on others? What effect will it have on you?
4. How well will you think of yourself when you look back on what you have done?
5. Separate yourself from the problem. Imagine it is a problem affecting the person you most admire. How would that person respond to this problem?
6. What difference would it make if everyone knew about your decision, especially your family members and friends? Chances are, decisions made in hopes that no one will find out are not ethical.