



Code of Conduct Policy

I. Policy

It is the policy of the National Tribal Gaming Commissioners & Regulators (NTGCR) for all representatives of the organization to conduct themselves in a professional manner that reflects positively on the NTGCR; to recognize that NTGCR representatives hold positions of trust on behalf of the NTGCR membership and must endeavor to exercise the highest qualities of conduct, honesty, and integrity. It is the responsibility of each representative to ensure their conduct is free from corruption, compromise, undue influence, conflicts of interest, and any actual or perceived acts of undesirable or unethical conduct. This policy shall attempt to identify conduct or relationships which are deemed appropriate and those deemed unacceptable.

II. Purpose

The code of conduct policy is intended to provide expectations, guidance, and rules to all Representatives of the National Tribal Gaming Commissioners & Regulators (NTGCR).

This document establishes the standards of fairness and integrity for NTGCR Representatives while conducting business on behalf of the organization or while representing the NTGCR; to be in accord with and sensitive to the approved standards of behavior in legal, social, or professional codes of conduct.

III. Scope

This policy applies to NTGCR Board Members, inclusive of regional delegates and alternates, members of organization committees, sub-committees, and task forces, as well as independent contractors or professional service providers engaged by the organization, and Attendees at NTGCR sanctioned events.

IV. Responsibilities

All Representatives of the NTGCR and Attendees of NTGCR sanctioned events are expected to conduct themselves in a professional manner that reflects positively on the NTGCR organization.

V. Standards

A. Definitions

1. *Regional Representative* means any person elected or appointed to represent a region, as specified in the NTGCR bylaws, as a member of the Board of Directors; this term is inclusive of the person elected or appointed to serve as the alternate regional representative.
2. *Representative* means, for purposes of this policy, any person representing the National Tribal Gaming Commissioners & Regulators including the Chairperson, Vice-Chairperson, Secretary, Treasurer, Regional Representative, Alternate Regional Representative, the Executive Director, and any person serving on a NTGCR standing committee, committee, sub-committee, task force, including independent contractors engaged by the NTGCR and professional service providers.
3. *Attendee* means any person or entity that attends or participates in any NTGCR sanctioned event.

B. Responsibilities

1. Each Representative and Attendee is responsible for reading, understanding, and following the standards outlined within this document.
2. Each Representative and Attendee is responsible for reporting violations of this policy to the NTGCR Chairperson.
3. The NTGCR Board of Directors shall be responsible for enforcing violations of this policy as defined within this document.

C. Standards

1. The following are examples of unacceptable behavior:
 - i. Any commission or convictions of any crime of theft or moral turpitude.
 - ii. Any willful or negligent damage to NTGCR assets or property.
 - iii. Criminal acts of verbal or physical assault of any person, at any time.

- iv. Failure or refusal to report any suspected or known violations of any law (tribal/state/federal).
 - v. Willful falsification or alteration of an NTGCR record, report, or other document, inclusive of electronic records, that compromises financial accountability or the integrity of the organization.
- 2. No Representative shall accept either directly or indirectly any gift, reward, incentive merchandise, cash, or anything of value, except for items of nominal value, items that are provided to the general public, or cultural or ceremonial gifts, from any business, owner, and/or employee of a business doing or wishing to do business with the NTGCR without first disclosing to and receiving approval from the NTGCR Chairperson.
- 3. No Representative shall engage, either directly or indirectly, in any illegal gaming activity.
- 4. No Representative shall associate, professionally or socially, with any person(s), entity(s), or organization(s) known to have the reputation of criminal or undesirable character, or, in any manner whatsoever maintain any association which would endanger the integrity or reputation of the organization.
- 5. No Representative shall associate, professionally or socially, with any person(s), entity(s), or organization(s) in a manner which could be construed and/or perceived as a conflict of interest, unless such actual or perceived conflict of interest is fully disclosed to the NTGCR Board of Directors and affirmatively waived based on the best interests of the NTGCR prior to entering into such an association.
- 6. While representing the organization, Representatives shall conduct themselves in a highly professional and ethical manner and shall not engage in any of the following:
 - i. Utilization of language and/or demonstration of behavior, which could be deemed inappropriate, improper, offensive, hazardous, or damaging to any person or property.
 - ii. Abusive, disrespectful, gender or racial specific exchanges.

- iii. Misuse, abuse, or waste of NTGCR assets and/or resources.
 - iv. Any language or activity which could be construed as offensive to the same or opposite sex, or of a sexual or gender specific nature, or could be construed as sexual harassment and/or creating a threatening, hostile, or offensive environment.
 - v. Any other conduct not listed which would bring embarrassment or disrespect to the NTGCR or otherwise bring the honesty, integrity, and respect of the NTGCR into question.
7. No Representative shall divulge, convey, distribute, or disseminate any information, data, records, documents, correspondence, or any other information, whether verbal or otherwise, to anyone outside of the NTGCR regarding organization activities or disclosures that would violate the privacy of any member of the organization. Exceptions to this would include sharing information with legitimate regulatory or law enforcement agencies.

D. Violations and Discipline

- 1. NTGCR Representatives shall always be held to the highest standards of professional and personal conduct. They are expected to set an example for honesty, integrity, professionalism, and ethical behavior, which is beyond reproach.
- 2. Violations of any of the standards set forth in this policy shall result in disciplinary action up to and including removal from any assigned committee, sub-committee, task force, or the Board of Directors, or cancellation of any contract to which the NTGCR and the independent contractor / professional service provider are party.

E. Professional Ethical Standards

- 1. Nothing in this document is intended to modify or replace any standard of conduct required for obtaining and maintaining any professional certification or license (e.g., CPA, CIA, CFE); Representatives are expected to follow the requirements set forth by the entity granting professional certification as well as any specific professional standards required by his/her department. Any conflict between this regulation and any professional ethical standard and/or code of conduct shall be

brought to the attention of the NTGCR Chairperson immediately upon determination.

2. Further, all Representatives belonging to a professional organization are expected to adhere to the guidelines imposed by that organization, in addition to those contained in this policy.
3. For any conflict between this document and any professional standard, code, or rule, the more stringent rule shall apply.

VI. Document Approval

Name	Title	Signature	Date
Jamie Hummingbird	Chairperson		

VII. Revision History

Date	Revision No.	Change(s)	Reference Sections
6 March 2024	Original		