



**electronic music
a l l i a n c e**

EMA Code

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I.

WHY

“We stand at a critical moment in Earth's history, a time when humanity must choose its future. As the world becomes increasingly interdependent and fragile, the future at once holds great peril and great promise. To move forward we must recognize that in the midst of a magnificent diversity of cultures and life forms we are one human family and one Earth community with a common destiny. We must join together to bring forth a sustainable global society founded on respect for nature, universal human rights, economic justice, and a culture of peace. Towards this end, it is imperative that we, the peoples of Earth, declare our responsibility to one another, to the greater community of life, and to future generations”.

-Earth Charter Preamble (EMA is an endorser of the Earth Charter)

II. EMA Manifesto: Integrity, Ecology, Compassion

We will cultivate values of peace, love, unity, respect, responsibility (social, ethical, and environmental) within all of our activities.

We will collaborate with each other to manifest our values and celebrate the achievement of them.

We will remain open to learning about and sharing information that supports global sustainability, social justice, health, safety, wellness and rejuvenation of our communities.

We are committed to staying true to ourselves and voicing our own individual truths.

We find creative ways to educate, inspire, and set our spheres of influence into positive action in order to create the change we wish to see in the world.

III. CODE *Expectations*

All members are expected to acknowledge and act by the EMA Manifesto, EMA Code, and Party Pledge. We encourage our members to read the Earth Charter. And we expect all members to Play it FWD (do something for charity/ community service) at least once time per year.

Members will be given opportunities through the EMA network to fulfill their Play it FWD commitment such as throughout:

- EMA Massive Actions
- Fundraising and Networking Events
- Supporting Partner Charities and Partner Social Good organizations.

Members that go over and above their annual Play it FWD commitment are eligible for commemoration.

IV. CODE *Ethics (all members)*

EMA Ethical Principles Are:

HONESTY: We will not say things that are false. We will never deliberately mislead. We will be as candid as possible, openly and freely sharing information, as appropriate to the relationship.

PROMISE-KEEPING: We will go to great lengths to keep our commitments. We will not make promises that can't be kept and we will not make promises on behalf of the Company unless we have the authority to do so. This includes making payments and promising monies.

FAIRNESS: We will create and follow a process and achieve outcomes that a reasonable person would call just, even handed and non-arbitrary.

RESPECT FOR OTHERS: We will be open and direct in our communication, and receptive to influence. We will honor and value the abilities and contributions of others, embracing the responsibility and accountability for our actions in this regard. We will not steal or do something purposefully financially damaging to one another. We recognize that we have a responsibility to the larger community that starts with every individual we interact with.

COMPASSION: We will maintain an awareness of the needs of others and act to meet those needs whenever possible. We will also minimize harm whenever possible. We will act in ways that are consistent with our commitment to social and ethical responsibility.

INTEGRITY: We will live up to EMA's ethical principles, even when confronted by personal, professional and social risks, as well as economic pressures. This includes lying, cheating, and stealing. We understand we have a responsibility to abide by and uphold agreements we make in our business dealings.

If we find that our policies have been violated, especially if any violation has occurred directly to EMA, we have the right to renounce membership.

We do not police but we will pay attention when issues are brought forward to us.

V. EMA *Conduct*

(key volunteers, staff, advisors, and board members)

- **Just Ask Policy** --we highly encourage all members to “just ask”. Just ask first if you are not sure if something is ethical, legal, a proper way of conduct, or not. We have an open door policy and all questions are welcome at any time.
- **Work Sobriety Policy**--we expect EMA volunteers and all core staff to be sober while working any shift that is on behalf of EMA at events. This includes no cigarette smoking or vaping. We do not expect our member organizations to have the same rules although we will encourage this behavior. Volunteer heads for EMA are responsible for implementing this policy.
- **Confidentiality Policy** --when working with EMA, all ideas that are created within the EMA network, including proposals, should stay confidential or must be credited in some capacity to EMA. Before using ideas created by EMA or within the EMA network, we ask for our members to please get clearance to avoid conflicts of interest. Anyone volunteering or working directly for EMA is to understand that all information collected during the course of working with EMA is to stay confidential to EMA and not to be shared unless given authority in writing by the current acting Executive Director.
- **Intellectual property and moral rights** we retain the moral rights in, and ownership of, all intellectual property that we create unless agreed otherwise in advance with our clients. In return we respect the moral and intellectual copyright vested in our clients' intellectual property.
- **Unethical behavior Policy** -members acknowledge and understand that giving out confidential information, falsifying employment documents or information, accepting donations on behalf of EMA unauthorized, or using EMA monies unauthorized are strictly forbidden and grounds to be expelled from the alliance. We encourage all EMA members to report fraud or unethical behavior. Email or call the current acting executive director. If that person is not available, we encourage our members to contact the board chair. Currently: Janine@ElectronicMusicAlliance.org
- **Whistleblowing** we are open to and willing to protect whistleblowers within our community.
- **Mediation/ Arbitration Policy** -we prefer that our members do not sue each other. If they have an issue they should contact EMA's legal team, set up a mediation, and if necessary, an arbitration. Free consultations are available to our members.

- **Duty of care** -Our actions and advice will always conform to relevant law, and we believe that all businesses and organizations, should avoid causing any adverse effect on the human rights of people in the organizations we deal with, the local and wider environments, and the well-being of society at large.
- **Conflict of interest** -Due to the unique membership structure of and alliances within EMA, we will run into conflicts of interest. We ask that members understand that EMA was created to help unify our community so that we can collectively raise the bar within our industry and in society at large. When working with EMA, understand that we may consult with a competitor or ask that competing companies work together (this is the nature of and beauty of alliance, putting aside differences occasionally for the greater good). What we ask is that competing members be respectful to one another and do not seek to undermine one another, especially if involved in an EMA activity. If we are working with one organization on a particular campaign, we are happy to keep sensitive information confidential and we advise that MOU's are in place specifying the expectations of working with one another.
- **Contracts** -Our contract will usually be in the form of a detailed proposal, including aims, activities, costs, timescales and deliverables. The quality of our service and the value of our support provide the only true basis for continuity. We always try to meet our member's contractual requirements, and particularly for situations where an external funding provider requires more official parameters and controls.
- **Fees** -Fees for extensive consulting work will be provided at nonprofit rates. If we refer out to a particular EMA member, that member knows that they are *encouraged* to provide a 10% discount to fellow EMA members if feasible within sustainable profit-margins. We aim to be as flexible as possible in the way that our services are charged. Some clients prefer fixed project fees; others are happier with retainers, and we try to fit in with what will be best for our members. We make no attempt to charge interest on late payments, so we expect payments to be made when agreed. Our terms are generally net monthly in arrears.
- **Professional conduct** -We conduct all of our activities professionally and with integrity. We take great care to be completely objective in our judgement and any recommendations that we give, so that issues are never influenced by anything other than the best and proper interests of our members and the general public. We encourage our members to practice non-violent communication.
- **Equality and discrimination** -We always strive to be fair and objective in our advice and actions, and we are never influenced in our decisions, actions or recommendations by issues of gender, race, creed, colour, age or personal disability.

Non-Compliance

We are not an enforcement organization that actively watches our members in an effort to ensure they are abiding by the EMA Code. This Code is to be upheld in good faith by each individual member. EMA does reserve the right to relinquish rights, suspend, or ban members if they are found out not to be in compliance with this Code.