

## The British Chamber of Commerce in Japan (BCCJ) Code of Conduct for BCCJ Members

This BCCJ Code of Conduct (Code) sets out the minimum standards of behavior expected of BCCJ members (Members). The BCCJ Executive Committee expects Members to observe this Code to ensure they treat fellow Members at all times with respect and fairness, enabling them to enjoy the benefits of BCCJ membership.

### Code

Members shall:

- Understand and support BCCJ objectives as set out in the BCCJ Constitution.
- Be receptive to the encouragement of business and networking among Members.
- Act ethically, professionally and with corporate responsibility.
- Not use BCCJ membership data for unsolicited or aggressive marketing, or for broadcasting messages.
- Not incite or condone discrimination including that based on race, nationality, religion, gender, age, disability or sexual orientation.
- Not refer to their membership of the BCCJ in a way that could convey the impression of an endorsement by the BCCJ.

This Code should be interpreted in spirit, as well as to the letter. Instances of behavior by a Member that could be considered as not consistent with this Code may result in their suspension or withdrawal of membership of the BCCJ.