



## CODE OF ETHICS

### **The Asia-Pacific Spa & Wellness Council (hereinafter called the APSWC or the Council) Code of Ethics serves four purposes:**

1. The Code summarizes broad ethical principles that reflect the Council's core values and establishes a set of specific ethical standards that should be used to guide Councillors when they represent and act on behalf of the Council;
2. The Code is designed to help Councillors identify relevant considerations when professional obligations conflict or ethical uncertainties arise
3. The Code provides ethical standards to which the spa and wellness industry can hold Councillors accountable
4. The Code familiarises new Councillor's with the mission, values, ethical principles, and ethical standards of the APSWC

### **Core Ethics:**

#### **MISSION:**

*To act as a bridging mechanism between countries to promote, protect, educate, and develop the spa & wellness industry in the Asia-Pacific region.*

- ✓ Councillors shall abide by all applicable laws, licensing, and regulations pertaining to the incorporation of the APSWC and support the enforcement of same;
- ✓ Councillors shall maintain a collaborative, courteous and supportive work ethic based on the principles of integrity, honesty, openness, transparency and trust at all times;
- ✓ The APSWC works across many countries and cultures. The values of equality, tolerance, respect for others, and the principles of equal justice shall be embraced by all Councillors: Discrimination on the basis of race, sex, religion, age, disability, national origin, or other such is not acceptable and any Councillor found to be acting in such a manner will be asked to resign from their position immediately;

- ✓ As ambassadors of APSWC, Councillors shall ensure that their personal business activities are consistent with the Council's principles of integrity and honesty. In the event that they feel their values or actions are no longer in alignment with the stated mission or values of the Council they will resign from their position on the Board forthwith;
- ✓ Councillors shall freely pass on all information that is gained through their participation in the Council, and shall not be selective or retain information for personal benefit;
- ✓ Councillors may make reference to their position on the Board of the Council in their credentials, however they shall not promise or imply any business advantage from this position;
- ✓ Councillors will make known to the Council Executive Committee (Exco) any conflicts of interest that may influence or affect their ability to serve as a Councillor;
- ✓ In the event of a grievance being lodged against a Councillor in accordance with the APSWC Grievance Procedure, the Councillor may be asked to step down from public activities whilst the grievance is investigated in order to maintain the impartiality and integrity of the APSWC in the public eye;
- ✓ Councillors who are asked to sit on any Grievance sub-committee shall only do so if they can offer an objective, impartial perspective; they shall not discuss or disclose the contents of discussions, deliberations or outcomes to anyone outside of the Council's Exco unless expressly authorised to do so by the Council's Chairperson;
- ✓ To protect privacy and confidentiality of those who support the Council and its activities, Councillors shall not disclose the contents of the Council's database, or use it for personal promotion, nor shall they disclose the financial affairs of the Council, its business plans or records of any kind;
- ✓ Councillors shall give their time to the APSWC on a voluntary basis.