



Linked in Friendship, Connected in Service

THE CENTRAL AREA

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DISCUSSIONS IN THE ROUND

Ethics and Standards

Link Chalon Anderson

Central Area E&S Chairperson

Oklahoma City (OK) Chapter

44th Central Area Conference
Cincinnati, OH
June 17-20, 2015



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Central Area



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Procedure Outline:

- **Identify Chapter Committee Members:**
 - Chapter Membership Chairman
 - Chapter Parliamentarian
 - Three members selected by the Chapter President, one of the members selected will serve as chair
 - Send Committee Members Names to the Area Chair
 - Chapters will Conduct an Ethics & Standards Workshop Annually



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Procedure Outline (cont'd):

- **The Chapter Recording Secretary Must Maintain / File Annually:**
 - Original Acknowledge forms
 - The Annual Workshop Agenda, send a copy to the Central Area Chair
 - The Attendance Roster of the Workshop Attendees
 - The Compliance Form
 - Provide copies of all forms filed/maintained to the Chapter Ethics & Standards Chair, and Membership Chair

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Procedure Outline (cont'd):

- **The Compliance Form is to be sent to the Area Chairman**
- **The form should indicate the number of members that sign the acknowledgement form either yes or no. The date of the workshop and the number of members in attendance will be indicated on the form.**
- **An Ethics & Standards Workshop should be included in new member orientation- new members are to be given the opportunity to sign the acknowledge form.**
- **The Links Organization *Code of Ethics and Standards* can be found on the National website.**



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Chapter _____

Ethics & Standards Committee

Chair

Members of the committee should include the Membership Chair, Parliamentarian, and 3 appointed members selected by the Chapter President. One of the 3 appointed members will serve as chair. **Send this form to: chaloneanderson@gmail.com**



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Central Area Ethics & Standards Committee Compliance Report Form 2014-2015

Chapter: _____

Chair: _____

Number of Active Members: _____

Date of E&S Workshop(s): _____

Every chapter must conduct 1 workshop by March 31, 2015.

Number of Members Attending Each Workshop: _____

Have all of the active members been given the opportunity to sign the Code of Ethics
Member Acknowledgement Form COE61-1?

Yes _____ # _____ No _____ # _____

President's Signature: _____ Date: _____

Chair's Signature: _____ Date: _____

Completed original documents must be maintained by the Recording Secretary with copies to the Chapter Ethics & Standards Chair and Membership Chair.

Please e-mail this completed form to: chaloneanderson@gmail.com