



ARGENTINA-TEXAS  
CHAMBER OF COMMERCE

# CORPORATE POLICIES

DECEMBER 2020

# **Argentina-Texas Chamber of Commerce**

## **Corporate Policies**

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# **Argentina-Texas Chamber of Commerce**

## **Corporate Policies**

### **1. Preamble**

#### **1.1 Mission**

The **Argentina-Texas Chamber of Commerce** (ATCC) is an independent, non-profit, voluntary membership association, founded in 2016 with the objective of promoting investment, trade, education and networking opportunities between Texas and Argentina by acting as a catalyst for innovative, ethical and productive business relationships.

#### **1.2 Corporate Policies**

The corporate policies of the of the organization define the core values and the culture of the organization, as well as the organizational and individual behavior of directors, officers, members, and staff when conducting the Chamber's affairs. The behavior of persons in the organization is bound by the corporate policies.

#### **1.3 Validity**

Each corporate policy will come into force the day of its approval by the Chamber's Board of Directors. The policies may be reviewed and updated periodically by the Chamber's Board of Directors.

#### **1.4 Code of Conduct**

The corporate policies of the chamber constitute de Code of Conduct of the Chamber. Directors, officers, members, and staff are expected to disclose to the Board of Directors in written communication any violations of this Code of Conduct. Failure to comply with the Code of Conduct will result in disciplinary action.

## **1.5 Compliance**

The compliance with the Code of Conduct is mandatory for all directors, officers, members, and staff of the Argentina-Texas Chamber of Commerce. The ATCC will communicate and distribute the content of this Code of Conduct among all its directors, officers, members, and staff and to any third parties for whom this may prove to be relevant.

We consider that the membership to the ATCC is a privilege and that the membership brings with it the responsibility to assure that all members understand and commit with this Code of Conduct.

The Code of Conduct will be applied to investigate and judge any potentially illegal, immoral or unethical behavior of its directors, officers, members, and staff when acting on behalf of the Chamber or participating in activities that may damage the integrity and reputation of the Chamber.

The Code of Conduct reflects the principle of diligence applied by ATCC for the prevention, detection and eradication of irregularities related to breaches of the corporate policies.

## **1.6 Legal and Compliance Committee**

The Legal and Compliance Committee is entitled to investigate and judge the behavior and conduct of directors, officers, members and staff of the Chamber, who are bound by the corporate policies of the Chamber applicable at the time the relevant conduct occurred.

## **1.7 Reporting of Potential Violations**

The Chamber expects directors, officers, members, staff and third parties to report suspected violations to the Code of Conduct to the following confidential email address: [legalandcompliance@argentinatexas.org](mailto:legalandcompliance@argentinatexas.org).

## **2. Ethics Policy<sup>1</sup>**

The Chamber will ensure compliance with all laws and regulations applicable to its business and with the highest standards of honesty, transparency, and integrity.

Directors, officers, members, and staff of the Chamber must understand that the Chamber does care about how results are obtained, not just that they are obtained.

It is the policy of this Chamber that all its transactions be accurately reflected in its books and records. Falsification of books and records is prohibited.

Directors, officers, members, and staff shall proactively promote ethical behaviors, provide accurate and objective information, and accept responsibility for preventing, detecting, and reporting behaviors and situations that represent a potential violation to this policy.

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<sup>1</sup> Approved by the ATCC's Board of Directors on December 1<sup>st</sup>, 2020.

### **3. Conflicts of Interest Policy<sup>2</sup>**

The Chamber's reputation is the utmost important asset of the organization.

The purpose of the conflict of interest policy is to protect the Chamber's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of directors, officers, members or staff of the Chamber or might result in a possible excess benefit transaction.

The policy of the Chamber requires that all directors, officers, members, and staff avoid any conflict between their own interests and the interests of the Chamber in dealing with suppliers, members, government agencies and other third parties.

It is also a conflict of interest for a director, officer, member, or staff to give or make unauthorized disclosure of information of confidential nature of the Chamber or use it for his/her own benefit.

All directors, officers, members, and staff are expected to make a full, fair, accurate, timely, and understandable disclosure of any conflict of interest in written communication to the Board of Directors.

This policy is intended to supplement but not replace any applicable state and federal laws governing conflicts of interest applicable to nonprofit and charitable Corporations.

If there is a reasonable cause to believe that a director, officer, member or staff has failed to disclose actual or possible Conflicts of Interest, the Legal and Compliance Committee will inform the director, officer, member or staff of the possible violation and will allow the individual an opportunity to explain the alleged failure to disclose. If the violation is not rectified, appropriate disciplinary action will be taken by the Legal and Compliance Committee.

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<sup>2</sup> Approved by the ATCC's Board of Directors on December 1<sup>st</sup>, 2020.

## **ARGENTINA-TEXAS CHAMBER OF COMMERCE**

5100 Westheimer Road, Suite 200  
Houston, Texas 77056  
+1 (713) 969 5036  
[www.argentinatexas.org](http://www.argentinatexas.org)  
[info@argentinatexas.org](mailto:info@argentinatexas.org)