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| **PROFESSIONAL CODE OF ETHICS** |

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| **Article One:** | I will observe the precepts of truth, accuracy and integrity, and work to achieve the professional objectives of this Association. |
| **Article Two:** | I will be professional, ethical, and fair in the performance of my duties. |
| **Article Three:** | I will at all times recognize and respect the professionalism of my peers. |
| **Article Four:** | I will be cognizant of and respect the rights of others at all times. |
| **Article Five:** | I will be just and honest in my professional dealings with all persons. |
| **Article Six:** | I will strive to avoid disagreements with fellow members by being polite, courteous, and professional, in my deeds, acts and words. |
| **Article Seven:** | I will faithfully and diligently carry out my assignments, representing the best interests of my clients, and insure that all investigations are conducted truthfully and factually. |
| **Article Eight:** | I will render honest, unbiased, unembellished, and complete reports, withholding nothing from my clients except that which may be required by law. |
| **Article Nine:** | I will accept no compensation of any kind from another person or entity, in regards to the same matter, without the knowledge and consent of my client. |
| **Article Ten:** | I will safeguard confidential information and exercise due care to prevent its unauthorized disclosure. |
| **Article Eleven:** | I will attempt to be current in my knowledge of laws applicable to my profession, and will abide by those laws at all times, never willfully, nor intentionally violating a law. |
| **Article Twelve:** | I will not intentionally engage in the improper and unethical solicitation of business. |
| **Article Thirteen:** | I will diligently attempt to continually learn about new laws, rules, and regulations, and strive to educate myself in all facets of the work in which I am engaged to be able to better represent both myself, my profession, and my clients. |
| **Article Fourteen:** | When giving an assignment to another member, I shall pay all agreed upon statements in a timely manner. |
| **Article Fifteen:** | To promote, protect, safeguard and ensure the integrity of this Association, and our profession at large, I will advise our Board of Directors if I become aware of another member whom I have reason to believe, has failed to conform to this Code of Ethics. |