# **INTRODUCTION**

## **ACISS Purpose**

The ACISS Association for Social Promotion operates with civic, solidarity and social utility purposes, also in order to support the independent initiative of citizens who contribute, even in an associated form, to pursue the common good, to raise the levels of active citizenship, cohesion and social protection by promoting participation, inclusion, integration and full development of the person to enhance the potential for growth and employment. To achieve its purposes, the Association mainly carries out and organizes activities of general interest through dynamics that also develop and coordinate financial projects aimed at creating the economic conditions necessary for the feasibility of the projects submitted.

## Tools used by ACISS.

In order to provide complete assistance to its members and to the humanitarian initiatives that the council decides to undertake, from a physical, psychological, human and social point of view, the Association promotes initiatives and activities with its own human resources, distributed in peripheral structures operating on the territory or jointly with other institutions operating in the field of defence and health, education and in the field of research, training and updating professional. Financial resources are obtained through international financial dynamics which the Association coordinates through leading organizations that manage investment funds global inaccessible by common financial and entrepreneurial structures, which have delegated the Association for employment towards ethical and development projects, which meet the requirements included in the ACISS Association membership program, available on the WEB site.

# **ACISS CODE OF ETHICS DEFINITIONS**

#### Art. 1 - What is the Code of Ethics?

The Code of Ethics is a voluntary institutional agreement, stipulated between the Associates and/or their Committees and ACISS (hereinafter referred to as Associates), in order to ethically regulate the relationships between them, between the Association and its interlocutors, including those who, through donations of any kind, allow the Association to achieve its objectives.

It must constitute a regulatory instrument capable of aligning and stably standardizing the behavior of individuals, certifying the adherence of the Association of Associates to the set of ethical values constituting the purpose of ACISS.

Membership in ACISS implies compliance with the general legal regulations in force as well as acceptance and full adherence not only to the Association's statute, but also to this Code of Ethics.

#### Art. 2 - Motivation of the Committee Members and Associates.

ACISS Members have a strong motivation that drives them to impact the improvement of the quality of life through the cause they serve.

Through ACISS they serve the ideal of the non-profit organization and consider the development of the Non-Profit world the dominant principle of associative life, aiming to exclude any interference deriving from individual interests.

#### Art. 3 - Structure of the Code of Ethics

The Code of Ethics is composed of three main parts: the first indicates the general principles to which ACISS adheres in all its components, inspires its mission, the second dictates the rules of conduct for the various types of recipients and the third defines the implementation and control structure of the effective application of this document.

# **PRINCIPLES**

#### Art. 4 - Personal nature and responsibility of Committee Members and Associates.

As individuals, ACISS Associates are ethically responsible towards themselves and the Association and are committed to embodying the character of the best humanitarian tradition and social utility. For this reason, they are not willing to compromise their personal beliefs or those of the Association and its members.

#### Art. 5 - Correctness

The regulation which is the subject of this Code is also aimed at promoting, realizing and protecting, in the general interest, the correctness of the Association's operations and its consequent consideration towards the community, the State, public opinion and in general towards all those subjects who, directly or indirectly, permanently or temporarily, establish collaborative relationships of any kind or operate in the interest of ACISS.

## Art. 6 - Transparency within the Association and towards third parties

The Code reflects the commitment of ACISS members to comply with the laws in force but also the will to operate, in every concrete profile of their action, according to transparent and correct rules of conduct.

In particular, the Committee Members and Associates of ACISS recognize their responsibility to ensure that the necessary human and financial resources are found in an ethical, professional and transparent manner, according to the exclusive interest of the Association and never for personal advantage and that the intention of the financier is respected with honesty in order to generate support for the private social sector and trust in Non-Profit organizations.

#### Art. 7 - Protection of the name of ACISS

In carrying out their activities, ACISS Associates must not commit actions capable of damaging or compromising the value and image profiles that characterise the Association and its good name, nor its planning, i.e. the activities it carries out to achieve its goals.

## Art. 8 - Independence of the Association

The Associates undertake not to directly receive funding or to send contributions to ACISS which, due to the political, cultural and economic characteristics of the donor, could compromise the independence of themselves or of the Association.

The Association undertakes to seek the greatest number of sources of funding, avoiding establishing preferential relationships of a patrimonial nature with third parties interested in financing the projects developed by ACISS.

The Association, within the scope of its informative, educational and active support function in favor of companies, groups, populations, etc., may not be subject to external conditioning of any kind by its financiers with regard to the scientific and cultural development of the projects it implements, the relative publication of the results, the ethical experimentation of new projects, or the application of technologically innovative solutions within the scope of the "green economy" processes, electric mobility, organic crops, as well as the relationship with institutions (ministerial, regulatory and similar) in their various expressions.

The Association therefore imposes rules and controls even after the execution of the projects, for individual timeframes project by project, in order to maintain the ethical principles indicated.

## Art. 9 - Use of funds

The Association is committed to pursuing an effective, efficient and far-sighted use of human and financial resources. In this regard, the Members guarantee that the financial resources of solidarity will be used according to the criterion of good management for purposes compliant with those indicated in the statute.

The destination of the funds must be clearly stated and linked to the survival of the Association and the implementation of specific projects.

The results of the activity carried out through the use of the Association's resources must be made known to the community.

## **RELATIONSHIPS WITH THIRD PARTIES**

#### Art. 10 - Scope of operation and external dissemination

This Code also applies to the relationships between the Association and the entities that provide the tools necessary to achieve the association's purpose. Therefore, the Code

it will be extended, in the forms and ways deemed most suitable, to those who operate in various capacities within the sector and come into contact with the Association.

## Art. 11 - Relations with "Stakeholders"

ACISS intends to develop, also thanks to the Code of Ethics, a relationship of trust with its Stakeholders, that is, with those categories of individuals, groups, associations or institutions whose expectations are at stake in the conduct of the association's activities and who, in various capacities, can contribute to the pursuit of its mission.

#### Art.12 - Relations with Institutions

ACISS actively engages in dialogue with institutions and civil society organizations and provides expert advice and professional contributions for the pursuit of common objectives in the field of social development, with careful participation in the defense sector.

#### Art. 13 - Relations with financiers

In order to avoid the emergence of competitive or conflicting interests and private and/or collaborative relationships, the Associates, since the foundation of the association, have refrained from receiving any possible funding and/or emolument in person without having previously declared it to the Association, as they have refrained from sending the Association hidden contributions or contributions subject to unethical conditions and which may in any way influence the independence of the Association in achieving its objectives.

The Association, while recognizing the primary role of funding provided by third parties, undertakes not to encourage in any way a process of assimilation of the Non-Profit logic to that of For Profit or public organizations.

ACISS undertakes to provide supporters, through the methods indicated in the statute, with clear and truthful information on the purpose it pursues, on the purposes, times and methods of implementation of the initiatives and projects to be supported, as well as on the activities carried out through the use of the funds themselves.

## Art. 14 – Financing

Without prejudice to what has already been indicated in the previous articles, ACISS, in the delicate relationship existing with investment funds operating in various sectors, undertakes to accept funds aimed at supporting the Association and specific projects conceived and conducted by the same in a completely autonomous and independent manner: unconditional donations and ad hoc funds for the performance of predetermined activities. In the case of financiers for whom it has been ascertained or

however, if the probable involvement in ethically reprehensible situations is publicly disclosed, the funding may be accepted, but will be subject to even more careful control to guarantee the independence and transparency of the Association. In such cases, in particular, the procedure for allocating the funding as well as the choice on how to use it will be implemented by the Board of Directors under the supervision and after hearing the opinion of the Ethics Supervisor who will have to provide specific information on the funding itself and on its use at the first Assembly.

# **OPERATIONAL IMPLEMENTATION PROVISIONS**

## Art. 15 – Signing of commitment and acceptance of the Code of Ethics

Each Member reads and accepts this Code, expressing the commitment not to hinder in any way the work of the bodies responsible for safeguarding its effectiveness.

# Art. 16 - Ethics Supervisor

The assembly elects an Ethics Supervisor with the aim of ensuring the effective adherence of the Committee Members and Associates of the Association to the principles of this Code.

The Supervisor remains in office for two years, is freely re-eligible and is appointed directly by the Board of Directors.

## Art. 17 - Compatibility of the role of Ethics Supervisor

To ensure the independence of his work, the position of Supervisor is not compatible with that of President, ACISS Coordinator, Vice-President, and in any case of member of the Board of Directors of the Association itself.

## Art. 18 - Methods of exercising control

In order to carry out his/her function, the Ethics Supervisor receives from the Board of Directors every six months a detailed and updated report of the activities carried out by the Association, in particular of the funding accepted and of the projects completed and intended to be completed.

Furthermore, each ACISS Associate, employee or collaborator who becomes aware of this shall report to the Ethics Supervisor any behavior that may be inconsistent with this Code.

## Art. 19 - Investigative, propositive and consultative function of the Ethics Supervisor

As part of the verification activity on compliance with the Code of Ethics entrusted to him, the Ethics Supervisor:

- provides for the investigation, also following motivated reports from Members, of cases of alleged infringements of the Code;
- submits to the Board of Directors the proposals for sanctions for which, in its opinion, the objections or reports of infringement of the Code have been found to be well-founded;
- expresses advisory opinions on the application of the Code at the request of the Members or the Board of Directors;
- is responsible for supervising and determining the approval of projects promoted by the Association;
- appears before the Shareholders' Meeting at least once a year to provide a report on its work.

## Art. 20 - Ethics Supervisor's address function

The Ethics Supervisor performs a preventive recommendation function in relation to cases of behavior that, while not constituting a clear violation of the Code of Ethics, do not appear to comply with the general principles of the Code itself or of the associative ethics of ACISS.

The Supervisor may also propose, based on the cases encountered, changes and additions to this Code, to be submitted for approval to the ACISS Members' Meeting.

## Art. 21 – Function of evaluation of conflicts of interest

The Ethics Supervisor is responsible for evaluating the actual and concrete existence of situations of conflict of interest in order to prevent anyone, among Members, employees or collaborators of ACISS, from taking advantage of distorting situations or even indirectly causing discredit to the professionalism, independence and transparency of the Association and the activities it carries out.

The Member who becomes aware of a potential conflict of interest situation is required to promptly notify the Ethics Supervisor who will proceed with the appropriate checks. A conflict of interest will occur when an Associate, employee or collaborator of ACISS, due to a particular formal relationship (his or her close relative) with a habitual or potential financier or in any case due to an interest of another nature within the financing organization, finds himself in a situation of concrete and specific conflict, such as to prejudice the

his autonomy of judgment in relation to a specific activity to be carried out for the benefit of the Association.

In order to avoid the emergence of potential conflicts and at the same time to guarantee the transparency of the Association, ACISS Members must always inform the Ethics Supervisor and the Board of Directors of their participation in conferences, meetings, or activities in general whose presence has been requested or made possible by funding from third parties.

# Art. 22 - Sanction proposals by the Ethics Supervisor

If the Ethics Supervisor, having completed the investigation procedure, has verified the existence of a specific violation of the Code, he/she proceeds, after having consulted the President, to adopt a sanction proposal and communicates it to the interested Member. In the event that the object of the sanction proposal is the President, the Supervisor addresses, convening it in good time, the Assembly of Members of the Committees and Associates of the Association to identify, in agreement with this, the relative sanction.

## Art. 23 - Sanctioning measures

The measures that can be taken in the event of proven violations of the rules of the Association's Code of Ethics are the following:

- a) formal warning with a request to immediately cease the behavior;
- b) suspension of membership for a term extendable up to 6 months;
- c) expulsion from the Association.

The application of the sanction referred to in letter c) must also be formally approved by the Board of Directors, with the exclusion of the vote of the Board of Directors in the event that the recipient of the measure is a member of the Board.

The Supervisor arranges the execution and the relative implementation times of the sanction.