

## **CODE OF ETHICS FOR THE NIAGARA COUNTY BROWNFIELD DEVELOPMENT CORPORATION**

### Statement of Purpose:

The Code of Ethics (the “Code”) by the Niagara County Brownfield Development Corporation (the “Corporation”) sets clear expectations and principles to guide practice and inspire professional excellence. The Corporation believes a commonly held set of principles can assist in the individual exercise of professional judgment. This Code speaks to the core values of public accountability and transparency. The purpose of having a code of ethics and practices is to protect the credibility of the Corporation by ensuring high standards of honesty, integrity, and conduct of staff. To that end, this Code of Ethics attempts to accomplish this by articulating the ethical standards observed by the Corporation in pursuing and implementing its objectives, and setting rules and policies that prevent conflicts of interest.

Board members must act at all times in the best interests of the Corporation and not for personal or third-party gain or financial enrichment. When encountering potential conflicts of interest, Board members will comply with the Corporation’s Conflict of Interest Policy. While the receipt of incidental personal or third-party benefit may necessarily flow from certain activities of the Corporation, such benefit must be merely incidental to the primary benefit to the Corporation and its purpose. The Corporation operates as a charitable organization under Internal Revenue Code Section 501(c)(4). To qualify for this exemption, the Corporation cannot act for the benefit of a particular individual or entity. Such conduct, commonly referred to as “private inurement,” is improper. Sanctions can include personal liability for Board members, senior officers, and the individual receiving the improper benefit. Additionally, the Corporation could lose its tax-exempt status.

### Standards:

1. No Officer, Member of the Board or employee of the Corporation should accept other employment which will impair his or her independence of judgment in the exercise of his or her official duties.
2. No Officer, Member of the Board or employee of the Corporation should accept employment or engage in any business or professional activity which will require him or her to disclose confidential information which he or she has gained by reason of his or her official position or authority, or that would materially adversely affect the Corporation.
3. No Officer, Member of the Board or employee of the Corporation should disclose confidential information acquired by him or her in the course of his or her official duties nor use such information to further his or her personal interests.

4. No Officer, Member of the Board or employee of the Corporation should use or attempt to use his or her official position to secure unwarranted privileges or exemptions for himself, herself or others.
5. No Officer, Member of the Board or employee of the Corporation should engage in any transaction as representative or agent of the Corporation with any business entity in which he or she has a direct or indirect financial interest that might reasonably tend to conflict with the proper discharge of his or her official duties.
6. An Officer, Member of the Board or employee of the Corporation should not by his or her conduct give reasonable basis for the impression that any person can improperly influence him or her, unduly enjoy his or her favor in the performance of his or her official duties, or that he or she is affected by the kinship, rank, position or influence of any party or person.
7. An Officer, Member of the Board or employee of the Corporation should abstain from making personal investments in enterprises which he or she has reason to believe may be directly involved in decisions to be made by him or her, or which will otherwise create substantial conflict between his or her duty in the public interest and his or her private interest. Nothing contained within this Code, however, shall prohibit an Officer, Member of the Board or employee of the Corporation from obtaining interests in mutual funds which may include within its investment portfolio, bonds, debentures, notes or other evidence of indebtedness of the Corporation; provided, however, that the Corporation's bonds, debentures, notes or other evidence of indebtedness may not make up more than ten percent (10%) of the mutual fund's total portfolio and the Officer, Member of the Board or employee of the Corporation may not exercise any discretion with respect to the investments made by the mutual fund company.
8. An Officer, Member of the Board or employee of the Corporation should endeavor to use their best efforts to regularly participate in professional development activities and will perform their assigned duties in a professional and timely manner pursuant to the Board's direction and oversight which will not raise suspicion among the public that he or she is likely to be engaged in acts that are in violation of his or her trust.
9. No Officer or employee of the Corporation employed on a full-time basis, nor any firm or association of which such an Officer or employee is a member, nor any corporation a substantial portion of the stock of which is owned or controlled directly or indirectly by such Officer, Member of the Board or employee, should sell goods or services to any person, firm, corporation or association which receives financial assistance from the Corporation.

10. If an Officer, Member of the Board or employee of the Corporation shall have a financial interest, direct or indirect, having a value of ten thousand dollars or more in any activity which is the subject of a Corporation project, he or she must file with the Corporation a written statement that he or she has such a financial interest in such activity which statement shall be open to public inspection.
11. No Officer, Member of the Board or employee of the Corporation shall accept or arrange for any loan or extension of credit from the Corporation or any affiliate of the Corporation.

Violations:

In addition to any penalty contained in any other provision of law, any such Officer, Member of the Board or employee who shall knowingly and intentionally violate any of the provisions of this Code of Ethics may be fined, suspended or removed from office or employment in the manner provided by law.