

REPORTING ILLEGAL and UNETHICAL ACTIVITIES

The NJCCA and its leaders and staff are committed to complying with the letter and spirit of the law and to observing high standards of business and personal ethics in all of its activities and operations. Any person who, in good faith, believes that an NJCCA activity, or the activity of a leader, member or staff purportedly acting on behalf of the NJCCA, does not meet any aspect of this commitment ("Misconduct") should immediately report it to the NJCCA chapter president. However, if the reporting individual is not comfortable speaking with the NJCCA chapter president or is not satisfied with his/her response, then the individual is encouraged to speak with the ACC's national chapter staff at 202-293-4103 or at chapters@acc.com or with the ACC general counsel at 202.293.4103 x326.

Examples of Misconduct that should be reported include, but are not limited to: (1) violations of federal, state, or local laws or regulations; (2) violations of the ACC's policies as set forth in the Chapter President's Manual as may be in effect from time to time; (3) engaging in unethical conduct in connection with NJCCA activities or operations (e.g., improper financial reporting, self-dealing, unauthorized alteration of documents, misappropriation or misuse of NJCCA funds, supplies or other assets, submitting false expense reports, undisclosed conflicts of interests, taking kickbacks from sponsors or contractors, etc.); and (4) activities, policies or practices incompatible with a clear mandate of public policy concerning the health, safety, welfare, or protection of the environment.

To the extent possible, any complaint should contain as much specific factual information as possible to allow for proper investigation. The complaint describing an alleged violation or concern should be candid and set forth all of the information that the member knows regarding the allegation or concern.

If requested to do so, a reasonable effort will be made to protect the identity of reporting individual. However, the reporting individual's identity may have to be disclosed to conduct a thorough investigation of the alleged Misconduct (including permitting any accused persons to respond fully to the allegations) and to comply with the law.

NJCCA will not retaliate against any person who, in good faith, has made a protest or raised a complaint against some practice of the NJCCA or its leaders or staff or of another individual or entity with whom NJCCA has a business relationship, on the basis of a reasonable belief that the practice constitutes Misconduct.