API AUDITOR CODE OF ETHICS

API auditors are required to:

- Conduct themselves in accordance with all applicable laws, regulations, auditing standards, and ethical standards of conduct.
- Maintain control and prevent distribution of API intellectual property and any ancillary documents used for the audit.
- Adhere to facility and general industrial safety standards.
- Conduct themselves in a professional manner at all times during the course of contracted assignments.
- Report all personal relationships, activities, or financial affairs that may influence their performance or create the appearance of a conflict of interest or an actual conflict of interest.
- Use all necessary safeguards to prevent the disclosure of any confidential information.
- Observe ethical standards of conduct that maintain and reflect the integrity of the API Program.
- Immediately disclose to API any actual, potential, or perceived conflicts.
- Immediately disclose to API any offers of bribes or other improper or unethical attempts to influence decision-making.
- To prevent any potential or perceived conflicts of interest, API auditors, their immediate families, or other members of their households shall not use their positions as auditors to:
  - Offer any services for a period of no less than 24 months to facilities that they have audited or that they have been assigned to audit, where such services would be provided by the auditors, their immediate family members, or companies that the auditors or their immediate family members work for, contract with, or otherwise have direct or indirect financial interests in, or any affiliations of such companies. For purposes of this code, an auditor’s immediate family includes, but is not limited to, any member of the auditor’s household (his or her spouse, parents, children, or siblings).

- Disclose future employment opportunities for a period of no less than 24 months with any facilities that the auditors have audited or that they have been assigned to audit, in any money or anything else of value for themselves, their family, their friends, any companies or organizations in which they or their immediate family members have direct or indirect financial interests, or any affiliations of such companies or organizations. “Anything else of value” includes, but is not limited to, cash, gifts, hospitality, services, commissions, rebates, discount, loans, vacations, event tickets, entertainment, gifts, or other items of value. A “financial interest” includes any ownership stakes, employment arrangements, or independent contracting or consulting arrangements. Ownership of publicly traded securities does not itself constitute a “financial interest in” a company under this policy.
- Give any gifts, money, or anything else of value to any API employee or their immediate family members.
- Otherwise use their position as auditors to seek improper benefits from facilities or companies affiliated with a facility.

CODE OF CONDUCT FOR API MONOGRAM LICENSEES, APIQR REGISTERED ORGANIZATIONS AND PROGRAM APPLICANTS

API requires Monogram/APIQR auditors, licensees, registered organizations, and applicants to conduct themselves according to a Code of Conduct. In accordance with the API Monogram License or Registration Agreement, a licensee, registered organization, or applicant must notify its employees of the content of this advisory. Program Participant employees, including its agents, contractors, and consultants, shall comply with the following:

- Conduct themselves in a professional manner during an audit.
- Observe high standards of ethical conduct to ensure that the integrity of the program and its objectives are protected.
- Refrain from slander, insults, and abusive behavior including harassment and threats toward API, its staff members, its auditors, and its representatives, whether verbally or in written correspondence;
- Refrain from any conduct that prevents API employees or representatives, including auditors, from performing their assigned roles;
- Make no false claims or otherwise assist others in making false claims of API certification or approval or otherwise infringe upon or misuse any intellectual property or other property right of API, including, but not limited to, copyrights, trademarks, or confidential or proprietary information;
- Provide no false or misleading information to API, API staff, or its representatives, including auditors, from performing their assigned roles;
- Make no false claims or otherwise assist others in making false claims of API certification or approval or otherwise infringe upon or misuse any intellectual property or other property right of API, including, but not limited to, copyrights, trademarks, or confidential or proprietary information;
- Refrain from any representation of the organization’s relationship with API, its members, officers, or directors;
- Offer any gifts, money, or anything else of value to any API employee or their immediate family members.
- Otherwise use their position as auditors to seek improper benefits from facilities or companies affiliated with a facility.

All Program Participants, including applicants and API-licensed or API-certified organizations and their employees, consultants, and/or representatives, are expected to comply with this Code of Conduct. Failure to comply may result in withdrawal of an application or termination of an existing license and/or certificate.

T H I S A D V I S O R Y 7 S U P E R E S E D S A N Y PREVIOUS VERSION. I T IS CONSIDERED PART OF API’S PROGRAM REQUIREMENTS AND IS COMPELLELY.

REPORT VIOLATIONS TO COMPLIANCE@API.ORG

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