

## 1 Introduction

- 1.1 This Code of Conduct (Code) shall govern the conduct of all registered Members of the European Cool Roofs Council (ECRC). The application of the Code shall be uniform and obligatory to all Members without modification or exception.
- 1.2 The ECRC, or such of its officers as it may nominate, shall administer and enforce the Code. Registration is reviewed annually, and registered Members may be monitored to confirm their compliance with the Code.
- 1.3 Members agree that, as an ECRC member, they must abide by the Code

## 2 General Requirements

- 2.1 As members of ECRC, we pledge to act with honesty, fairness, courtesy, competence, integrity and respect for others in our conduct.
- 2.2 Members of the ECRC must abide by all local, national and international laws.
- 2.3 Members and organized bodies of the ECRC shall be good stewards of the world's resources including energy, natural, human and financial resources.
- 2.4 Members of the European Cool Roof Council (ECRC) must have the ability to support the aims of the ECRC including:
  - To modify the behaviour of decision-makers and stakeholders to promote the adoption and use of cool roofs
  - To disseminate and promote the development of innovative legislation, codes, permits and standards, including application procedures, construction and planning permits to encourage the use of cool roofs
- 2.5 All companies joining the European Cool Roofs Council indicate their willingness to abide by the Code and submit a Statement of Compliance (Statement) showing that they have processes in place to assist the promotion of the aims of the ECRC listed in the General Requirements (section 2 of Code of Conduct).
  - All Statements of Compliance received will be kept confidential and will only be reviewed by the secretariat and / or the ECRC Board

## 3 Statement of Compliance

- 3.1 All Statements shall comprise the following elements:
  - Member statement of willingness to abide by the Code of Conduct
  - Overview of Member interest in cool roofs
  - Description of the ability of the Member to help the Council promote the benefits of cool roofs and an example of how the Member has achieved this in the past
  - Overview of how the Member could help the Council promote any innovative legislation, codes, permits and standards, including application procedures, construction and planning permits to encourage cool roofs

#### 4 Compliance with Competition Laws

- 4.1 Members will limit their interaction, including outside of formal ECRC meetings, related to ECRC activities, to what is required in relation with the objectives of the ECRC. Separate discussions and meetings incidental to the ECRC activities are subject to compliance with the competition law section of this Code of Conduct. ECRC Members shall not discuss business related issues that ought to be decided individually by each company, such as changes in sales, supply, purchasing and pricing or marketing strategy, including company business plans.
- 4.2 Each meeting or teleconference will have a clear agenda, and minutes which accurately reflect the discussions and matters discussed. Discussions will be limited to agenda topics. Minutes and agenda of each meeting will be subject to appropriate retention rules.
- 4.3 Each Member shall protest against any inappropriate activity or discussion (whether it occurs during meetings, conference calls, social events, or when working via electronic means). Each Member is entitled to ask for these to be stopped, and each Member is entitled to have this position clearly expressed in writing, ideally in the minutes or in any case as soon as possible after the respective meeting or activity.
- 4.4 Decisions by the ECRC shall not lead to unduly excluding certain competitors. Any distinctions between or within categories of members/participants as regards their rights must be based on objective criteria. ECRC shall ensure that the final decision on membership is clearly and objectively justified and the reasons for this decision are documented, in particular in cases where membership is refused.
- 4.5 ECRC members shall limit exchanges of information to what is strictly necessary for the purpose of agreed ECRC objectives. Members shall not exchange non-public sensitive information such as (non exhaustive list):
- Individual company prices, price changes, terms of sale, industry pricing policies, price levels, price differentials, price mark-ups, credit terms, etc
  - Costs of production or distribution, etc
  - Individual company figures on sources of supply, costs, production, inventories, sales, etc
  - Information as to future plans of individual companies concerning technology, investments, design, production, capacity, distribution or marketing of particular products including proposed territories or customers
  - Matters relating to individual suppliers or customers, particularly in respect of any action that might have the effect of excluding them from the markets
  - In general, Members shall not exchange information when this exchange may provide competitors with the ability to align their market behaviour

For More Details about  
ECRC please visit:  
<http://coolroofcouncil.eu/>