

ADOPTED EDEN Standard No. 1

INFORMATION TECHNOLOGY CODE OF CONDUCT

- 1: Understand and Comply with Laws and Regulations
- 2: Comply with Client Decisions, Policies and Instructions
- 3: Perform Competently and Honorably
- 4: Protect the Integrity and Security of Client Systems and Confidential Information
- 5: Communicate Clearly, Professionally and Objectively

Please submit comments, suggestions, and inquiries to: standards@edenhub.com.

COMMENTARY

As the gatekeepers to electronic data and information technology infrastructure, IT professionals play a vital role in companies conducting business in the information age.

Depending on their particular function, company IT professionals may be given access to a broad array of sensitive and confidential data, from private customer and employee information to the most closely held company trade secrets.

Given the importance of their role in electronic data security and management, there is a heightened need for IT professionals to perform their duties ethically and responsibly.

The EDEN IT Code of Conduct establishes basic standards governing the conduct of IT professionals. The IT Code of Conduct is presented as a list of five baseline principles that serve as constant guidance for IT professionals in the performance of their duties.

The numerical order of the principles is not accidental, but serves as a guide to which principle takes precedence when multiple principles are involved in a particular decision. For example, under the IT Code of Conduct, IT professionals faced with acting on a corporate directive in violation of state or federal law must comply first with the law.

The IT Code of Conduct is intended as a guide in the absence of established protocols and a starting point for discussion. Managers of IT personnel and departments are encouraged to examine, refine and adapt the general Code of Conduct to the unique circumstances of their particular IT environments.