



MEOA CODE OF CONDUCT

25th April 2015

1. MEOA'S OBJECTIVE

"...to promote, foster and protect the interests of the plantation industry in Malaysia"

2. MEANS OF ACHIEVING THIS OBJECTIVE

- 1) By providing a **united and informed voice** for MEOA members in all relevant matters related to the plantation industry and affecting their interests as estate owners.
- 2) By providing a platform for the **dissemination of information** on policy matters affecting the plantation industry, and a **forum for the discussion and clarification** of such matters, as well as the **formulation by members of a common stand** on such policy matters.
- 3) By providing a **forum for the sharing of technical and agronomic information** in order to enhance and update members' knowledge, with a view to increasing productivity and efficiency in operations.

3. MEOA'S CODE OF CONDUCT

For All Members:

- 1) **To act within the framework of the Association's Constitution and the laws of Malaysia;**
- 2) **To act in the best interests of the Association as a whole**, considering what is best for the Association and its members, and to avoid bringing it into disrepute;
- 3) **Not to use or permit the Association to be used to further a particular political standpoint**, by endeavouring to ensure the Association remains independent and objective, with only the best interests of its members in mind;
- 4) **To promote the success of the Association** in achieving its objectives and aims;

- 5) **To avoid conflicts of interest and act with integrity**, declining to accept benefits from third parties and declaring any interest in proposed transactions or arrangements with the Association. Should a conflict of interest arise, to manage and resolve this effectively;
- 6) **To declare any financial interest in a particular service, publication, agronomic product, equipment, machinery or management device recommended** in the course of sharing information and first-hand experience of an agronomic, technical and management nature with other members;
- 7) **To respect Association meetings and Association internet or other telecommunication sites as the forum for discussion of Association-related matters**, and not to use Association meetings nor internet sites for raising issues and/or for soliciting contributions to causes unrelated to Association interests;
- 8) **To respect confidentiality**, and not to reveal to third parties any discussions, deliberations and conclusions of such discussions and deliberations held amongst Association members unless specifically authorized to do so;
- 9) **To have a sound and up-to-date knowledge of the Association, the Industry and the environment within which the Association operates**;
- 10) **To be committed to attending meetings and other appointments**, engaging in discussions and decision-making processes, or if unable to attend, to have the courtesy to send prior notification and apologies;
- 11) **To prepare fully for meetings and all work for the Association**, reading minutes and discussion papers, querying unclear or difficult matters, and thinking through issues in advance of meetings;
- 12) **To actively engage in respectful discussion, debate and voting in meetings**, contributing positively, listening carefully, challenging tactfully and avoiding conflict and hostility;
- 13) **To act jointly and accept a majority decision**, making decisions collectively, standing by them, and not acting individually unless specifically authorized to do so;
- 14) **To work considerately and respectfully with all**, respecting diversity, different roles and boundaries, and avoiding giving offence.