



Hispanic National Bar Association Code of Conduct

Purpose

The Hispanic National Bar Association (HNBA) strives to create a professional environment for all members, and to build a community where everyone is respected no matter their age, sexual orientation, gender identity or expression, disability, physical appearance, race, ethnicity, religion, or other characteristic. HNBA seeks to treat all individuals with dignity by upholding the values of fairness, equality, and respect for the rights of others.

These values are expressed in the manner in which we as HNBA members, volunteers, and guests conduct ourselves at conferences and events. To memorialize our values, we articulate professional standards of conduct by establishing an HNBA Code of Conduct (Code) to communicate:

- Our shared values as an organization;
- Our expectations for all members and guests at conferences and events; and
- The consequences for violating the Code.

Values

HNBA is a nonpartisan, national organization that values fairness, equality, respect for the law, and high standards of integrity, honor, and professional courtesy within the legal community.

Expectations

To uphold our values, we look to all our members, staff, volunteers and attendees at conferences and events, including guests,¹ to foster an environment that is friendly, safe, and supportive. Accordingly, the HNBA requests that all persons at events and conferences abide by these guidelines:

- Act in a professional manner by being respectful and civil to members, staff, volunteers, speakers and other program attendees;
- Promote an inclusive HNBA environment by treating others in a friendly manner, regardless of differences; and
- Encourage conversation while tolerating all opinions and persons participating in discussions.

To foster an environment of mutual respect among our members, staff, and guests, we expect all persons at HNBA events and conferences to refrain from:

- harassment, discrimination, or bullying in any form;
- abuse of drugs or alcohol,² including any unlawful activities, which may imperil the health or well-being of yourself or others, or compromise the safety or reputation of HNBA;

¹ The term “guests” as used throughout this Code includes all non-members of HNBA, such as speakers, vendors, media representatives, commentators, exhibitors, sponsors, and volunteers.

² HNBA may offer “Friends of Bill” AA Meetings at its conferences for those interested in participating.

- soliciting for any outside political or personal interests, nor distribute any such materials, without the express permission of HNBA;
- creating a conflict of interest (or the appearance of a conflict) between your personal, business, or financial interests and those of HNBA;
- represent that HNBA has a position on any issue that is not an official position of HNBA or does not conform to an official position;
- use the name, logo, endorsement, services, or property of HNBA, except in conformance with HNBA policy;
- retaliate against anyone who seeks advice from, raises a concern with, or makes a complaint to the HNBA; or
- acting (in person, writing, or online) in any manner that is contrary to the best interests of HNBA or that may damage the reputation of HNBA.

Reporting Violations

Anyone with a concern about an HNBA member, staff, or guest should report the concern to the HNBA Chief Compliance Officer (chiefcomplianceofficer@hnba.com), a member of the HNBA Board of Governors (Board) or an HNBA managerial-level employee, who shall promptly report the matter to the HNBA Executive Committee. The HNBA may investigate the concern.

Discipline

Any suspected violations that occur at a conference or event are grounds for expulsion from that meeting without a registration refund, at the discretion of Executive Committee. HNBA members who violate the Code may be censured, suspended, or expelled from membership in accordance with this Code and the HNBA bylaws. Membership may also be suspended or terminated if a member is professionally disciplined as articulated in the HNBA bylaws. Persons who are not HNBA members and who violate the Code may be excluded from participating in future HNBA events and conferences, at the discretion of the Executive Committee.

Members who are determined to have violated the Code will receive written notice of at least seven days of an Executive Committee meeting at which the member may be heard and offer evidence to support that discipline is not warranted. Censure (to include exclusion from HNBA events), suspension, or termination of membership by the Executive Committee after the presentation of evidence shall be for good cause and by majority vote. A member may appeal the Executive Committee's decision to the Board, which shall consider the matter at its next regularly scheduled meeting. The Board's determination is final and shall be made by a two-thirds vote.

Reinstatement

A member who has been censured or suspended will regain full membership privileges at the conclusion of the specified term. A member who has been expelled and wishes to be reinstated shall complete a new membership application, and explain why membership should be reinstated. The Executive Committee will review the application, seek further information if needed, and approve or deny reinstatement. The applicant may request a hearing, which the Executive Committee may hold at its discretion. The Executive Committee may reinstate a member who has corrected, rectified, resolved, or otherwise addressed the conditions or events leading to the expulsion. The Executive Committee must find that the applicant meets membership eligibility requirements, and that reinstatement will not reflect adversely upon the reputation of HNBA. The Board has final authority over the applicant's reinstatement. Persons who are not HNBA members and who have been excluded from HNBA events and conferences may resume attendance at the conclusion of the exclusion period or, if exclusion is permanent, may petition the Executive Committee for redress by contacting the Chief Compliance Officer.

By checking this box, you agree to abide by the terms and conditions of the HNBA's Code of Conduct or that you have express permission to check this box and bind the person on behalf of whom you are submitting this document.