

# New York Burglar & Fire Alarm Association

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## New York Burglar & Fire Alarm Association

### Board of Directors

### Board Operating Policy

The Board of Directors is composed of the officers and directors of the NYBFA. The officers are the President, Vice President, Secretary, Treasurer & Immediate Past President. The directors are the Presidents of each of the chapters. If a chapter President is an officer of the NYBFA then the chapter Vice President or other designee will serve as the director from that chapter.

Each member of the Board of Directors shall have one vote on all Board decisions. Members must be present to vote. President shall vote only in event of a tie.

All members should attend each Board meeting. If a director cannot attend a Board meeting he may send another member as a substitute for the purpose of representing his chapter. If an officer cannot attend a Board meeting he may not send a substitute.

Regular Board of Directors meetings are normally held in Albany, New York on the First Thursday of the middle month of each calendar quarter (February, May, August & November). Or as the Executive Board may decide.

## Code Of Ethics

The following Code is intended to aid member firms of the New York Burglar and Fire Alarm Association (hereinafter referred to as Members) and their employees, individually and collectively, in maintaining a high level of ethical conduct. It has evolved out of the experience of Members and is binding on all member firms and their staffs.

1. We will further the public interest by contributing to the development of a better understanding and use of the capacities, abilities and technical skills of the electrical protection industry of the United States of America and neighboring countries, and by accepting our responsibilities to the communities within which we live and work.
2. We will present our qualifications to prospective clients solely in terms of our ability, experience and reputation and will strive continuously to improve our knowledge, skills and techniques to make available to our clients the benefits of our professional attainments.
3. We will always be mindful of the trust placed in us by our subscribers and of our responsibility to render services at the highest level of quality.
4. We will assure that all of our employees are carefully oriented so that they will clearly understand company operations, policies and procedures and the relationship with subscriber companies and employees.
5. We will apply uniform and equitable standards of employment opportunity and assure that the best possible use is made of the abilities, technical and other, of our employees regardless of race, creed, color, sex or age.
6. We will endeavor to provide opportunity for the professional advancement of those employees who enter the electrical protection industry by assisting them to acquire additional knowledge and competence in their technical skills and to keep up with significant advances in the state of the art.
7. We will maintain a wholly professional attitude toward those we serve, those who assist us, toward other firms in the industry, toward the members of other professions, and toward the practitioners of allied arts and sciences.
8. We will respect the reputation and practice of other firms in the electrical protection industry, but we will expose, without hesitation, conduct which may be unethical to the proper NYBFA authority.

Be it resolved, then: That the New York Burglar and Fire Alarm Association Members be guided always by a spirit of justice, honor, and fairness in all dealings with subscribers, other clients, and members of their own and associated industries.