



# **ASSOCIATION OF ELECTORAL ADMINISTRATORS**

## **CODE OF ETHICS AND PROFESSIONAL STANDARDS**

The Association recognises that it is essential to the well being of democracy in the United Kingdom that public confidence in those responsible for the conduct of elections and electoral matters is and remains at the highest possible level.

To that end, the Association has adopted this code of Ethics and Professional Standards which members of the Association are required to observe during the conduct of their duties as electoral administrators. This requirement is a condition of membership of the Association.

Members of the association will:-

1. Undertake to achieve and maintain a high standard of professionalism in their work.
2. Serve their employers effectively and with integrity.
3. Exercise their duties with impartiality and probity.
4. Endeavour to keep abreast of all relevant legislation and administrative practice and to apply their knowledge effectively in the interests of the service.
5. Act responsibly in their work and will not misuse their authority or position.
6. Observe complete discretion of confidential and other sensitive information whether the information is the property of the Association, their employers or an outside body or individual.
7. Participate wherever possible in the activities of the Association.
8. Promote and protect the Association's interests.
9. Conduct themselves at all times in a way which upholds the standing and reputation of the Association.
10. Encourage the education and training of electoral administrators.
11. Encourage suitable persons to apply for membership of the Association.

This code does not apply to any activities or duties undertaken by members which are governed by internal corporate policies or procedures of an individual member's employer.

Adopted by the Annual General Meeting of the Association on 26 February 1995.  
Revised by AEA Council on 23 September 2009