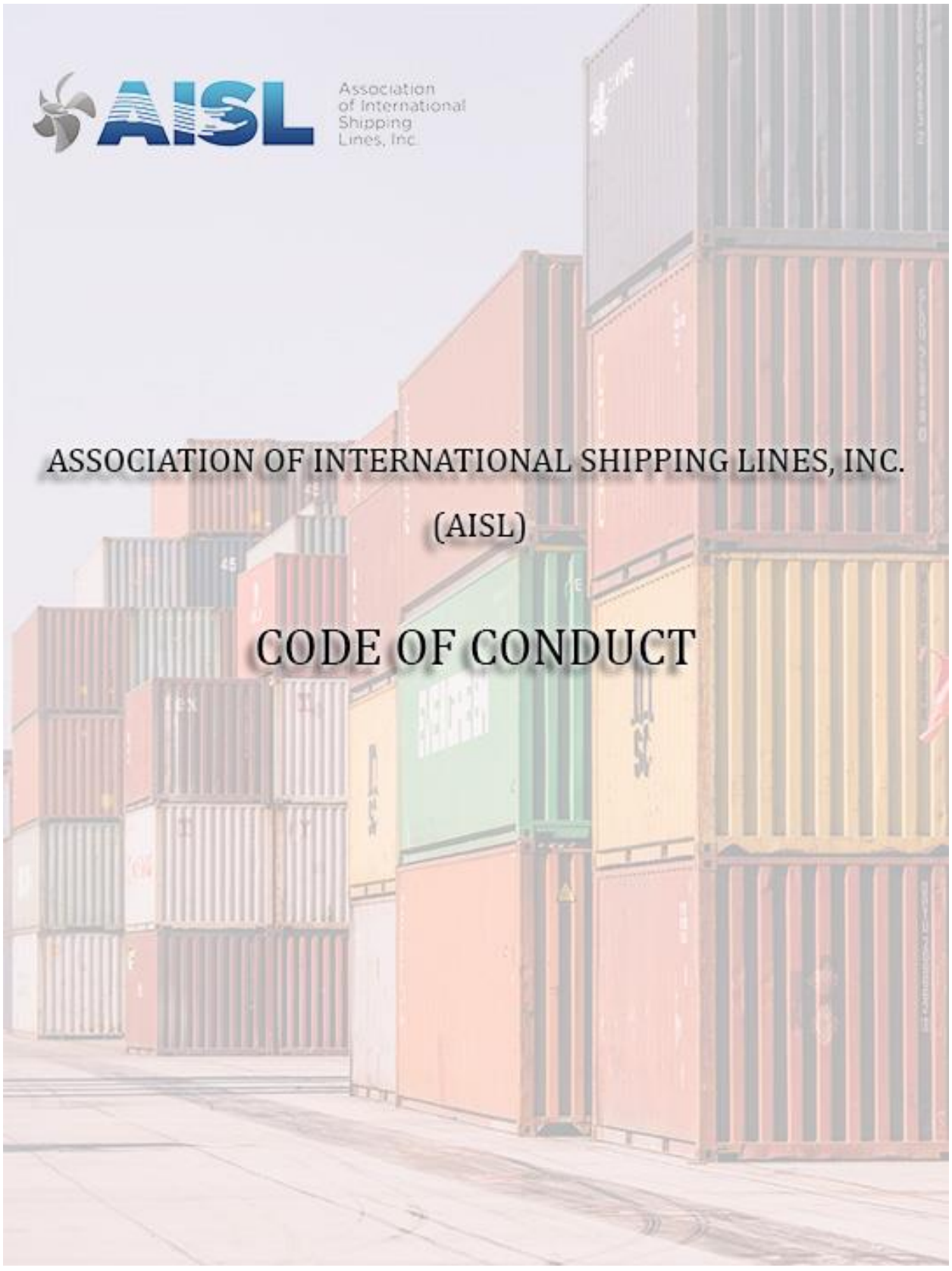

Association of International Shipping Lines, Inc.

ASSOCIATION OF INTERNATIONAL SHIPPING LINES, INC.

(AISL)

CODE OF CONDUCT

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Preface

Since its incorporation on June 06, 1963, the Association of International Shipping Lines, Inc. (AISL) has established itself as the country's leading industry association representing international shipping carriers calling on Philippine ports. Through the years, it has participated in developing policies and crafting regulations based on international practices to further the growth of the sector. As shipping operations continue to evolve with the growing complexity of container shipping practices in seaborne transport, AISL's consultations and dialogues with public and private partners are essential to harness the participation of all stakeholders.

With the progress made by AISL in building a credible organization with increased engagements, it was time for the Association to set down its traditions, values and practices into written form to serve as the cornerstone of its rules of behavior and the duties and responsibilities of its members. Given the advancement of technology and the rapid regulatory changes in corporate governance, the AISL Board in January of 2021, took steps to put together a Code of Conduct for AISL members.

The process took many months and underwent a series of tests and validations using meetings, interviews, and questionnaires harnessing various modes during the pandemic to cover the spectrum of areas of interest and concern relevant to the industry. Participants gave their insights on topics such as compliance with laws and regulations, stand on corruption, approach on data privacy and security, gender equality, relationships with government agencies, private companies and industry stakeholders, discipline of members, environmental and marine protection, among others. The approach was direct and pragmatic; simple yet comprehensive to meet the purpose of the Code.

In this undertaking, AISL expresses its appreciation to former Assistant Secretary of Justice Geronimo Sy whose experience and expertise guided us; Board Directors led by President Patrick Ronas, Enrico Sanchez, Jose Juan Lacson, Klaus Nielsen, Joselito Ilagan, Capt. Jae Jung Jang and Jess Sedano: AISL officers, Operations Manager Willy Castulo and yours truly; and Port Operations Committee Members Myra Tan and Mariel Metzker, for their candid comments on what the Code of Conduct should be, its contents and procedure.

It is hoped that the Code of Conduct can effectively perform its role as a beacon in the conduct of the affairs of the Association and as a source of pride and inspiration for members as we all stay calm and navigate through the turbulent waters ahead.

MAXIMINO CRUZ
Executive Director

Purpose and Process

We believe that the success of our organization is built on the commitment and high level of ethical and professional standards of our members.

The Code of Conduct contains the practices and aspirations of AISL. It sets the expectations, rights and duties for each member. Familiarization, respect and compliance with the Code are expected of our members and in our dealings with industry partners and stakeholders.

It is a dynamic document that is designed to be timeless and yet flexible. As the shipping industry continues to evolve in many ways, we have to adapt guided by the founding principles and values and lived out by its members.

It is clear that despite the long history of the Association and the work done across the decades leading up to the contemporary times, much remains to be done. The incumbent Board of Directors and its officers believe in a process-driven organization as much as a purpose-driven one. I pressed for this Code and supported it all the way precisely to embody how we do things.

It took twelve months from the initial conception of a code for the Association across seven more formal consultations with numerous other discussion points and exchanges both physical at our ever reliable conference room, and new means across online video conferencing and social media. These are documented and available should any member find interest to peruse.

The draft was subjected to further review and inputs and insights from fellow directors and officers until it fully reflected the intent and objectives of all the members. Of course, it required the imprimatur of the Board which was given on October 02, 2021 and eventually submitted for approval and ratification of the General Assembly on December 14, 2021 during its annual membership meeting of 2021, and hopefully the last to be held in the pandemic period.

Kudos to all those who made it happen, I remain always at the service of Association of International Shipping Lines (AISL).

PATRICK RONAS
President

I. MISSION AND VISION

MISSION

We shall provide our members with effective representation with external entities particularly the government, quasi-government organizations and industry partners and stakeholders.

We shall achieve this purpose by consistently developing excellent working relationships through open communication and dialogue and proactive participation in industry programs and projects that will strengthen our role as the leading authority in international shipping business.

We shall strive for the growth and progress of our members by continuous training and consistent services on international best practices.

VISION

We envision a united organization built upon extensive experience and expertise in the shipping industry and as an association known for its integrity and credibility that allows us to formulate policies for the improvement and benefit of stakeholders.

II. PRINCIPLES AND VALUES

EFFECTIVE LEADERSHIP

Leadership mandates a clear roadmap in attaining the goals and aspirations of the Association that is developed in consultation with members based on a productive exchange of ideas that relies on teamwork to foster members' faithful observation of the standards of responsible membership. It is effective when legal and moral accountability to the Association is inculcated.

ACTIVE PARTICIPATION

The active involvement of members in the undertakings of the Association shall be required. The participative role of members in all meetings, seminars, projects and other endeavors enriches the productivity of the Association, invigorates and pushes members to action, and helps to make AISL a vibrant forum for stimulating creativity and innovation. Only with a robust collective membership can the Association be on firm foundation to be resilient and to be adaptable.

DYNAMIC PROGRAMS

AISL values programs that are responsive to the requirements of the current environment, international best practices, including the adoption of the latest technologies. Endeavors shall be proactive and progressive. In the field of private-public sector collaboration, AISL shall see to it that the latest developments in global shipping trade shall be shared with relevant government agencies for improvements in cooperation and alignment of processes.

PRUDENT MANAGEMENT OF RESOURCES

AISL recognizes that its ability to effectively carry out its vision and mission depends on the prudent management and administration of its available resources in terms of individual skills, finances, technology, internal procedures and processes. To achieve this, sound management requires planning, efficient allocation and scheduling of these resources to determine the amount of effort and time required for a given undertaking in order to prevent unnecessary wastage of the Association's assets.

SOLID REPUTATION

AISL shall carry, at all times, an unblemished reputation that fosters respect from its peers, government and other stakeholders. Its credibility and reliability as an acknowledged authority on shipping matters shall always remain unsullied. In its dealing with external entities, the Association shall always conduct itself in the most professional manner and maintain objectivity in expressing its position on certain issues. It shall not tolerate the commission of graft and corrupt practices from its members and shall adhere to the highest standards of honesty and decency.

III. COMPLIANCE STATEMENT

The Association shall comply with all the relevant laws and regulations and shall encourage its members to similarly undertake the same compliance effort. It shall abide by the standards of business ethics.

The Association is committed to strictly abide by competition, labor, tax and data privacy regulations, among others. In particular, agreements that are contrary to law including the inappropriate sharing of information are strictly prohibited by the Association.

IV. MEMBERSHIP

The members of the Association shall at all times observe courtesy and decorum in relating with one another and with AISL officers and staff. Camaraderie shall be developed and a good working environment fostered.

RIGHTS AND DUTIES

The Association values the fair and equal treatment of its members. It strives to provide the best service to ensure that the interest of the membership is preserved at all times. Membership in the Association confers certain rights and privileges and entails some duties and obligations.

In recognition of the role of the AISL in the industry and the need to protect the integrity of the Association, disciplinary actions may be undertaken and/or imposed upon members who repeatedly or blatantly violate its precepts, practices and the Code of Conduct.

CONFLICT OF INTEREST

The Association or any of its members shall strictly prevent and avoid any actual or potential conflict of interest. Should such a situation arise, it shall be immediately reported to the responsible officer or to the Board. The duty to disclose or its failure shall be the basis for action or decision of the Board.

V. RELATIONSHIPS

The Association strives to establish excellent working relationships with regulators and other government agencies, clients and providers, partners and stakeholders.

The platform shall be built on open and sincere communication and dialogue in the spirit of respect and collaboration.

A positive image of the Association and its circle of relationships are to be cultivated.

VI. ADVOCACIES

ANTI-CORRUPT AND ANTI-FRAUD PRACTICES

The Association upholds the highest ethical standards. It does not condone immoral or illegal conduct or actions by its staff, members or partners.

It applies a zero tolerance policy against fraudulent practices.

TRANSPARENCY AND ACCOUNTABILITY

The Association puts a high regard to transparency and accountability in the conduct of its affairs.

Violation of laws, regulations and practices is to be duly reported for appropriate action.

ENVIRONMENTAL PROTECTION

The Association believes in protecting the environment and shall develop a sustainability framework and policy for its members.

GENDER EQUALITY AND NON-DISCRIMINATION

The Association promotes gender equality within its ranks and does not discriminate on the basis of sex, sexual orientation, age, disability, race, religion, ideology, affiliation.

INNOVATION AND TECHNOLOGICAL ADVANCEMENT

Openness to change and constant innovation shall be vigorously pursued by the Association. The use of technology as a tool for development shall be promoted.

The Association shall continue to formulate and implement policies as needed.

VII. CONFIDENTIALITY AND PRIVACY

The Association shall respect the privacy of communications and preserve the confidentiality of information at all times applicable. It shall provide a data privacy and security framework and policy for compliance especially for the protection of personal and corporate data.

DIRECTOR'S AND OFFICER'S STATEMENT

I have read, understood and agreed to comply with, the Code of Conduct. I endeavor to comply with its provisions faithfully and, actively prevent any violation and deter any deviation. Should breaches come to my attention, information or knowledge, I shall immediately report to the responsible officer, director or the Board of Directors on a confidential basis without repercussion or fear of retaliation.

PATRICK RONAS
President - Director

ENRICO SANCHEZ
Vice President - Director

CAPT. JAE JANG
Treasurer - Director

JOSE JUAN LACSON
Director

JOSELITO ILAGAN
Director

JESUS SEDANO
Director

KLAUS NIELSEN
Director

MAXIMINO CRUZ
Executive Director

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Our combined strengths and efforts

hoist the sails

for each of our members

AISL Association of International Shipping Lines, Inc.

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