

# UKLA Code of Ethics for Member Companies

The UK Lubricants Association has formally adopted the following code of ethics to promote the highest ethical standards within the Lubricants Industry. Every member of the Association is required to abide by this code of ethics and observe both the letter and the spirit of the law and in addition the regulations and trading standards in the UK. The Association will ensure that this code of ethics be interpreted and enforced reasonably, fairly and objectively without prejudice and having due regard to the size and resources of the member companies.

## ENDORSEMENT

The Code is only of value if Member Companies are prepared to be judged by their performance against the standards laid down. Chief Executives or the executive responsible for UK lubricants related activities of Member Companies are therefore requested to endorse the Code of Ethics in writing, on behalf of their organisations.

## SCOPE

Members of the UK Lubricants Association will make best efforts to achieve the following goals, if appropriate to their activity: -

- (i) Protect and enhance the health and safety of all employees, contractors on site, their customers' employees and end-users through the safe and responsible manufacture, supply, use and disposal of all materials.
- (ii) Protect and enhance the environment by safe responsible use and disposal of all materials, particularly those, which are potentially hazardous to the environment.
- (iii) Impose the strictest quality controls throughout the lubricant manufacturing, marketing and distribution process.
- (iv) Maintain quality management systems which meet or exceed an international quality standard. To be accredited to ISO BS EN 9000 or meet an equivalent or future international quality standard or can demonstrate a path towards such a quality system.
- (v) Pursue a policy of best practice in the manufacturing, blending, producing, packaging, marketing and selling of lubricants and related products.

## **RULES**

These Code of Ethics rules provide mandatory and specific standards of minimally acceptable professional conduct for all members of the Association. These rules are enforceable by the Association. Members of the UK Lubricants Association are required to: -

- (i) Comply with all laws and regulations relating to the manufacture and distribution of lubricants, including those applicable to Health and Safety.
- (ii) Manufacture, compound, blend, produce and supply lubricants and allied products in compliance with current industry standards, test specifications and operating procedures as prescribed by the American Society for Testing Materials, the Society of Automotive Engineers, A.C.E.A., A.T.E.I.L., the American Petroleum Institute, International Standards Organisation, British Standards Institution, Energy Institute and other standard-setting automotive - industrial organisations recognised within the industry and or military, national or government contracting authorities.
- (iii) Maintain quality assurance procedures in the manufacturing, compounding, blending, production, marketing and supply of lubricants and allied products to ensure that required or claimed standards and specifications have been met and are accurately reflected in the formulations.
- (iv) Ensure that all product packaging and promotional literature and or data sheets highlighting the properties and or performance specifications are accurate, not misleading and meet current regulations.
- (v) Ensure that all containers are filled to the volume or weight described on the label, so as to comply with weights and measures regulations.
- (vi) Provide supporting evidence to the Association's Board of Directors of compliance to the above Code of Ethics, if required.

If proof is given that a member is in breach of this Code of Ethics then the Board has the right to investigate the matter and act in accordance with the UKLA's Articles of Association. Depending upon the degree and nature of the non-observance such sanctions will include.

- a) A demand for voluntary corrective action with a written assurance that the non-conformance has been terminated and will not recur.
- b) A formal reprimand.
- c) A temporary suspension of the member from the Association for a designated period, this suspension will include the removal of all rights, privileges and benefits of membership.
- d) Termination of UKLA membership in accordance with Article 3.6 of the Articles of Association