

## Honesty

- Lobbyists shall conduct with integrity and honesty all relations with public office holders, clients, employers, the public and other lobbyists.

## Openness

- Lobbyists shall be open and frank about their lobbying activities, while respecting confidentiality.

## Disclosure Of Identity and Purpose

- Lobbyists communicating with a public office holder shall disclose the identity of the individual, corporation, organization or other person, or the partnership, on whose behalf they are acting, as well as the reasons for the communication.
- Lobbyists communicating with a public office holder on a duly registered and disclosed subject matter shall not use that opportunity to communicate on another subject matter, unless first having registered as required and disclosing the identity and purpose.

## Information and Confidentiality

- Lobbyists shall inform their client, employer or organization of the obligations under this Code of Conduct
- Lobbyists shall provide information that is accurate and factual to public office holders.
- Lobbyists shall not knowingly mislead anyone and shall use proper care to avoid doing so inadvertently.
- Lobbyists shall not divulge confidential information unless they have obtained the informed consent of their client, employer or organization, or disclosure is required by law.
- Lobbyists shall not use any confidential or other insider information obtained in the course of their lobbying activities to the disadvantage of their client, employer or organization.

## Competing Interests

- Lobbyists shall not represent conflicting or competing interests without the written consent of those whose interests are involved.
- Lobbyists shall advise public office holders that they have informed their clients of any actual, potential or apparent conflict of interest and obtained the informed consent of each client concerned before proceeding or continuing with the undertaking.
- Lobbyists shall not lobby public office holders on a subject matter for which they also provide advice to the City.

## Improper Influence

- Lobbyists shall avoid both the deed and the appearance of impropriety.
- Lobbyists shall not knowingly place public office holders in a conflict of interest or in breach of the public office holders' codes of conduct or standards of behaviour.

## Restriction on Communication

- Lobbyists shall not communicate in relation to a procurement process except as permitted by the City's procurement policies and procurement documents.
- Lobbyists shall not engage in lobbying activities where the Lobbyist Registrar has prohibited them from lobbying for a specified time period.