



infinite ingredient

Code of Ethics
Updated 5.1.2022



Mission

Infinite Ingredient is a 501(c)(3) non-profit whose mission is to actively support the mental and physical well-being of individuals working in the craft beverage industry through outreach, education, and access to resources.

Vision

Infinite Ingredient will create a healthier, more sustainable future in which individuals who work in the craft beverage industry may be supported fully and wholly as human beings—providing the opportunity for individuals to flourish, and the community to thrive.

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I. Scope

This code of ethics applies to all board members, staff, and volunteers of Infinite Ingredient. This code of ethics also applies to all vendors and partners as well as attendees while engaged with Infinite Ingredient at fundraising events.

II. Values

Infinite Ingredient's mission is to actively support the mental and physical well-being of individuals in the craft beverage industry through outreach, education, and access to resources. Our vision is to create a healthier, more sustainable future in which individuals who work in the craft beverage industry may be supported fully and wholly as human beings—providing the opportunity for individuals to flourish, and the community to thrive.

In order to realize this mission and vision we are dedicated to doing the work to recognize, acknowledge, and actively dismantle systems of oppression that cause both physical and psychological violence to marginalized groups and individuals. We are committed to being intersectional in our work to provide mental and physical health resources. In order to truly support individuals' well-being, we must consciously and continuously learn to be actively anti-racist, anti-homophobic, anti-transphobic, anti-ableist, and anti-ageist. Infinite Ingredient is committed to supporting individuals wholly and fully by recognizing, respecting, and celebrating the many different intersections of one's identity.

We will not work with or support individuals or organizations that have demonstrated toxic or abusive behaviors or patterns of abusive behavior that have not been met with acknowledgement, accountability, and course correction.

III. Personal and Professional Integrity

All staff, board members and volunteers of Infinite Ingredient will act with honesty, integrity and transparency in all their dealings with one another, and as representatives of the organization. The organization promotes a working environment that values respect, fairness, integrity, collaboration and accountability for one's words, actions, and impact.

a. Expected Behavior

We are dedicated to providing a harassment-free experience for everyone, regardless of gender, gender identity and expression, sexual orientation, disability, mental illness, neuro(a)typicality, physical appearance, body size, age, race, or religion.

We do not tolerate harassment of employees, volunteers, or vendors/partners in any form.

b. Unacceptable Behavior

Examples of behavior that will not be tolerated include but are not limited to:

- i. Belittling, or subtle expressions of bias
- ii. Verbal, physical, or written abuse or assault
- iii. Bullying, intimidation, or victimization
- iv. Discrimination
- v. Inappropriate use of company property or assets
- vi. Failure to comply with organizational values
- vii. Illegal activity
- viii. Harassment including:



1. Offensive comments related to gender, gender identity and expression, sexual orientation, disability, mental illness, neuro(a)typicality, physical appearance, body size, age, race, or religion.
2. Unwelcome comments regarding a person's lifestyle choices and practices, including those related to food, health, parenting, drugs, and employment.
3. Deliberate misgendering or use of 'dead' or rejected names.
4. Gratuitous or off-topic sexual images or behavior in spaces where they're not appropriate.
5. Physical contact and simulated physical contact (eg, textual descriptions like "*hug*" or "*backrub*") without consent or after a request to stop.
6. Threats of violence.
7. Incitement of violence towards any individual, including encouraging a person to commit suicide or to engage in self-harm.
8. Deliberate intimidation.
9. Stalking or following.
10. Harassing photography or recording, including logging online activity for harassment purposes.
11. Sustained disruption of discussion.
12. Unwelcome sexual attention.
13. Pattern of inappropriate social contact, such as requesting/assuming inappropriate levels of intimacy with others.
14. Continued one-on-one communication after requests to cease.
15. Deliberate "outing" of any aspect of a person's identity without their consent except as necessary to protect vulnerable people from intentional abuse.
16. Publication of non-harassing private communication.

IV. Support of Mission

Infinite Ingredient has a clearly stated mission and vision that was approved by the board of directors. All of its programs support that mission and all who work for or on behalf of the organization understand and are loyal to that mission and vision. The mission is responsive to the constituency and communities served by the organization and are of value to the craft beverage community, and society at large.

V. Governance and Accountability

The organization has an active board of directors that is responsible for setting the mission and strategic direction of the organization and oversight of the finances, operations, and policies of the organization. The board of directors:

- Exercises reasonable care, good faith, loyalty and due diligence in organizational affairs;
- Has a conflict of interest policy that ensures that any conflicts of interest or the appearance thereof are avoided or appropriately managed for the protection and benefit of the organization;
- Ensures that the organization conducts all transactions and dealings with integrity and honesty;
- Ensures that the organization promotes working relationships with board members, staff, volunteers, and program beneficiaries that are based on mutual respect, fairness and openness;
- Ensures that the organization is fair and inclusive in its hiring and promotion policies and practices for all board, staff and volunteer positions;



- Ensures that the resources of the organization are responsibly and prudently managed; and,
- Ensures that the organization has the capacity to carry out its programs effectively.

VI. Legal Compliance

The organization is knowledgeable of and complies with all applicable laws, regulations and international conventions.

VII. Financial Stewardship

The organization manages its funds responsibly and prudently. This includes the following considerations:

- It spends a reasonable percentage of its annual budget on programs in pursuit of its mission;
- It spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management;
- It compensates staff, and any others who may receive compensation, reasonably and appropriately;
- It has reasonable fundraising costs, recognizing the variety of factors that affect such costs;
- It ensures that all spending practices and policies are fair, reasonable and appropriate to fulfill the mission of the organization; and,
- It ensures that financial reports are complete and accurate in all material respects.

VIII. Transparency and Disclosure

The organization provides comprehensive and timely information to the public and all stakeholders and is responsive in a timely manner to reasonable requests for information. All information about the organization will fully and honestly reflect the policies and practices of the organization. Basic informational data about the organization, such as the Form 990, reviews and compilations, and audited financial statements will be posted on the organization's website or otherwise made available to the public. All financial, organizational, and program reports will be complete and accurate in all material respects.

IX. Program Evaluation

The organization regularly reviews program effectiveness and has mechanisms to incorporate lessons learned into future programs. The organization is committed to improving program and organizational effectiveness and develops mechanisms to promote learning from its activities in the field. The organization is responsive to changes in its field of activity and is responsive to the needs of its constituencies.

X. Fundraising

In raising funds from the public, the organization will respect the rights of donors, as follows:

- To be informed of the mission of the organization, the way the resources will be used and its capacity to use donations effectively for their intended purposes;
- To be informed of the identity of those serving on the organization's board of directors and to expect the board to exercise prudent judgment in its stewardship responsibilities;
- To have access to the organization's most recent financial reports;
- To be assured their gifts will be used for the purposes for which they were given;
- To receive appropriate acknowledgement and recognition;
- To be assured that information about their donation is handled with respect and with confidentiality to the extent provided by the law;



- To expect that all interactions with individuals representing the organization will be professional and respectful in nature;
- To have the opportunity for their names to be deleted from mailing lists that the organization may intend to share; and
- To feel free to ask questions when making a donation and to receive prompt, truthful and forthright answers.