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### C.M.F.A.A. ADJUDICATOR'S CODE OF ETHICS

1. Always maintain a positive attitude in verbal and written adjudications even under trying conditions. Keep criticism constructive and be encouraging. Ill temper and sarcasm can do irreparable damage.
2. Never solicit students, particularly through offers of scholarships, promises of admissions to academic institutions, or criticism of the local teacher.
3. Avoid any request to give private lessons during the course of a festival (e.g. during a **"session off"**).
4. Never fraternize with local teachers or parents! Public socializing inevitably results in real or perceived conflicts of interest, particularly when any scholarships or other recommendation must be awarded.
5. Offer performers helpful suggestions, but never directly criticize the teacher. One weak student can jeopardize a teacher's livelihood with a **"You need a better teacher"** remark made publicly.
6. Before arrival, adjudicators must be familiar with all the rules of the festival and be conscientious in determining recommendations for scholarships, final concerts, provincial finals, etc...
7. Be fair and honest in submitting expense accounts, avoiding excessive costs for meals (including alcohol), room service, laundry, phone, etc... Always adhere to festival rules regarding expenses covered. Never add spouse/companion expenses to your claim!
8. Be totally discreet regarding the use of alcohol at any time, and adopt a **"total abstinence"** policy before any adjudicating sessions.
9. Always allow time to arrive at sessions punctually. Learn to limit adjudications if necessary to stay on time. Many people behind the scenes depend on this.
10. Appear in neat, appropriate attire. You are a professional and are setting a valuable example to all performers, parents and teachers.
11. Never publicly criticize the festival syllabus selections, programs, timing, general working conditions, or the organization of the festival. Present these as written comments to leave with festival committees.
12. Remember and publicly recognize the efforts of the inevitable army of volunteers - secretaries, emcees, ticket-takers, chauffeurs, etc... They are a generous, supportive group of dedicated people.
13. Avoid any public (or even private) criticism of your fellow adjudicators.
14. Never break your agreement or contract with a festival unless absolutely necessary, and never when a **"better offer"** comes along! If you must cancel, particularly close to the festival opening date, find a replacement that is acceptable to the festival. (Your current Directory can be a valuable source.)

**CODA:** The Executive would welcome any other comments and communication about problems - real and potential - which may have arisen during your festival experiences. We will be happy to revise and augment the above list.

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