

Board Code of Conduct

By reading this document and agreeing to act in the role of a member / director of the Board all members agree to the following responsibilities:

General Responsibilities of the Board

- Upholding and working towards the vision, mission, values and objectives of the organisation and ensuring the organisation continues to work towards these.
- always Acting in the interests of the company in relation to assets, property, statutory obligations and management requirements as outlined in the Governance Guidebook.
- Ensuring the organisation complies with relevant legal requirements.
- Promoting prudent and effective management of organisational resources.
- Ensuring there are strategies and policies in place that will support the objectives of the organisation.
- Developing and monitoring effective risk management strategies for the organisation.
- Developing and monitoring internal systems that are transparent and accountable to stakeholders.
- Formally registering conflicts of interest or loyalty with the Board.
- Not accepting gifts or gifts in kind in the capacity of Board member.
- At all times acting with integrity and upholding the interests of the organisation.
- Promoting the reputation of the organisation and not bringing the reputation of the organisation into disrepute.

Operation of the Board

- Promoting and preserving the obligations to confidentiality and data protection within the Board and the Anne Sullivan Centre as a whole.
- Understanding and performing roles and responsibilities as described in this guidebook.
- Providing adequate time and commitment as required to fulfil the role of Board member.
- Adequately preparing for meetings.
- Providing informed and impartial guidance and presenting views on topics in meetings.
- Listening to and respecting the input and experience of other Board members.
- Participating in committees and special events where appropriate and required.
- Supporting recruitment and induction of new Board members.

Management of Staff

- Giving the CEO authority to operate the business of the organisation.
- Holding the CEO to account through examination and discussion of reports to the Board on organisational business.
- Promoting equality in staff management, service provision and all other activities of the organisation.

Where Board members are found to be in breach of the standards outlined above, they will be asked to meet with the Chair to assess their suitability for the role. Consistent breach of the Code of Conduct will result in the Board member's tenure being terminated.

I commit to adhering to the Code of Conduct and to informing the Chairperson at the earliest possible point if for any reason I cannot meet the expectations outlined in this Governance Handbook or the Memorandum and Articles of Association.

Signed: _____ **Date** _____

