



### Application

This policy applies to all First Nations Advocates Against Family Violence (“FNAAFV”).

This policy applies to all Board Directors of FNAAFV in all facets of their engagement, including, but not limited to, while they are in the workplace or off site, at work-related functions (including social functions and celebrations), in company vehicles, while on work-related trips and while attending work-related conferences.

### Definitions

**“Board Director”** means a member of the board of FNAAFV.

### The Policy

#### Generally

Professional conduct by Board Directors ensures that FNAAFV’s reputation is guarded. This Code of Conduct ensures that Board can recognise and act appropriately in all dealings with FNAAFV. This Code of Conduct provides a framework for ethical conduct and decision-making by establishing a common understanding of the standards of behaviour expected of the organisation’s Board Directors.

#### Obligations of Board Directors

Board Directors are expected to take responsibility for their own behaviour and to facilitate a pattern of ethical behaviour in the organisation. It is acknowledged that decisions are not always straightforward and there will be, on occasion, a need to balance competing values. However, active and open discussion of ethical issues and potential dilemmas will foster a healthy organisational culture and integrity in the workplace.

All Board Directors will:

- (a) Act at all times with care and diligence, in a fair, unbiased and non-discriminatory manner;
- (b) Act in accordance with the policies of FNAAFV, ensuring an up to date understanding of any amendments;
- (c) Treat other Board Directors with courtesy and respect;
- (d) Behave at all times in a manner that maintains and/or promotes the reputation and positive image of FNAAFV;
- (e) Maintain confidentiality concerning any information, information systems, financial data, and other commercial-in-confidence information belonging to FNAAFV, except where disclosure of such information is deemed to be authorised by the organisation in the routine conduct of the duty of a Board Director;
- (f) Respect the rights and privacy of FNAAFV, and Board Directors and employees of FNAAFV;
- (g) Assist in ensuring that FNAAFV’s governance environment is free from any workplace bullying; and
- (h) Disclose to FNAAFV any interest, pecuniary or otherwise, in another organisation, or a situation involving family or kin ties, where a Board Director may be involved in the recruitment of staff, procurement of goods and/or services at FNAAFV.



## Principles

This Code of Conduct is underpinned by five ethical principles. These principles are:

- (a) Integrity;
- (b) Impartiality;
- (c) Responsiveness to the interests of members and the wider community;
- (d) Accountability; and
- (e) Honesty.

Board Directors hold positions of trust and are expected to act in the best interests of the organisation and demonstrate ethical behaviour in carrying out their duties.

Board Directors are expected to acknowledge and agree to uphold these principles, in accordance with the constitution of FNAAFV, as well as comply with any other policies, procedures, manuals or directions of FNAAFV and any legislative requirements.

## Reputation

The reputation of FNAAFV depends, to a large extent, on the technical and professional capability of its Board Directors. FNAAFV’s ideals of pursuing excellence in serving the public, its membership, the profession, and society should be reflected in the day-to-day activities of all Workers.

## Privacy

All Board Directors are responsible for the management of personal information which they have access to, and in the conduct of research, consultation, or advocacy work.

The Chief Executive Officer is responsible for the content in any FNAAFV publications and communications and on FNAAFV website. The Chief Executive Officer must ensure that:

- (a) Appropriate written consent is obtained for the inclusion of any personal information about any individual (including FNAAFV Workers and Board Directors); and
- (b) Information being provided by any other third parties conforms with the Australian Privacy Principles.

## Disciplinary Action

Disciplinary action may be taken by FNAAFV against any Board Director found to have breached this policy. Action taken will be appropriate to the breach and may result in the termination of the Board Director’s appointment.

## Related Policies

- Board of Directors Handbook
- Policy 03 – Conflict of Interest Policy
- Procedure 01 – Grievance Handling Procedure

Reviewing and approving this policy		
Frequency	Person responsible	Approval
Every 2 years	Chief Executive Officer	Chief Executive Officer