



SKATE CANADA – EASTERN ONTARIO

Code of Ethics & Conduct

Member, Board of Directors

The Board expects of itself and its members ethical and businesslike conduct in order to maintain the confidence of the membership and the public. This commitment includes proper use of authority and appropriate decorum, in group and individual behaviour, when acting as Board members.

1. Board members must represent unconflicted loyalty to the interests of Skate Canada and Skate Canada – Eastern Ontario. This accountability supersedes any conflicting loyalty, such as that to other individuals, interest groups or membership on other Boards.
2. Board members will promote and support, in a positive manner, Skate Canada's and Skate Canada – Eastern Ontario's philosophies, policies, initiatives and purpose.
3. Board members are trustees of public confidence and securities. They must avoid any conflict of interest with respect to their fiduciary responsibility.
 - There must be no self-dealing or any conduct of private business or personal services between any Board member and the organization. Exceptions can occur only when there is openness, competitive opportunity, and equal access to information.
 - Board members must not use their positions to obtain employment within the organization for themselves or family members.
 - If a Board member is considered for employment, he or she must temporarily withdraw from deliberation, voting and access to applicable organization information.

Conflicts of interest will be addressed and managed directly, constructively, and tactfully. Where there is a real or potential conflict of interest, the Board member will declare this and temporarily withdraw from the Board meeting. Refer to Policies and Procedures, "Conflict of Interest for Directors, Committee Members & Trustees" [by-law 1402(2)(d)] in the Skate Canada Official Rule Book.

4. Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in the organization's policies.
 - Individual Board members do not have any authority to speak on behalf of the organization when they interact with staff, the public, the press and other entities, unless the whole Board has granted this authority.
 - Board members must not make any judgments of staff performance except if the performance is officially assessed against organization policies.
5. Board members will deal with outside entities and individuals, with staff and Association members, and with each other using fair play, ethics and straightforward communication.
6. Board members will assist in developing and maintaining positive relations among members of the Board, Committees, staff members and the membership in order to enhance Skate Canada – Eastern Ontario's vision/mission.
7. Every Board member has the right and the responsibility to express his/her views and opinions on any topic under consideration. Once a decision has been made or ratified by the Board, all members will be united in support of the Board action.
8. Board members will maintain confidentiality regarding internal discussions of the Board and information presented at meetings, including reports, minutes and interim actions.



SKATE CANADA – EASTERN ONTARIO

Code of Ethics & Conduct

Member, Board of Directors

9. When a Board member leaves the Board or changes portfolios, he/she will ensure that all documents and other pertinent articles are turned over within four weeks of the Annual General Meeting.

I, _____, have read and fully understand the Role Descriptions that apply to my position as a Director of the Board of Skate Canada – Eastern Ontario, as well as the Code of Ethics & Conduct. I agree to carry out my duties and conduct myself in a manner consistent with these documents. If, for any reason, I find myself unable to fulfill the responsibilities of this position to the best of my abilities, I agree to resign my position as a member of the Board.

(Signature)

(Date)

Criminal Reference Check received

(Date)

Copy of Code of Ethics & Conduct returned to Director

(Date)