

## Code of Conduct for Board Members – Social Care (Association) of Ireland

The Governance Code includes the requirement that Board members sign this Code of Conduct.

### What is a Code of Conduct?

A Code of Conduct for Board Members outlines the standards of behaviour expected and is an agreement between individual Board Members and an organisation. Upon joining a Board, members are obliged to sign up to the Code. Through this action they agree to uphold the standards.

A Code of Conduct for Board Members is a useful tool for improving quality of Board Governance and performance and helps to define inappropriate behaviour.

### Code of Conduct for SCI Board members

This Code of Conduct for Board Members outlines the standard of behaviour expected of all Board members of Social Care (Association) of Ireland (SCI). Upon joining the Board of SCI, new Board Members are required to sign this Code and agree to uphold the SCI Aims and Objectives as outlined in the Memorandum and Articles of Association and the Bye Laws, as well as any policies and procedures that have been or will be adopted by the Board of SCI to support the aims and objectives of the Association.

### Organisational Values

As a Board Member of Social Care (Association) of Ireland, I promise to abide by the fundamental values that underpin all the activities of our organisation.

In order to uphold these values, I agree to the following:

#### ***Law, Aims and Objectives, Policies and Procedures***

- In my role as Board member I will not break the law or go against any regulations in force.
- I will support the organisation's aims and objectives and actively promote them.
- I will abide by the organisational Policies and Procedures.

#### ***Conflict of interest***

- I will always act in the best interest of the Association.
- I will declare any conflict of interest or any such circumstances as may be viewed by others as conflicting as soon as it arises.
- I will submit to the judgement of the Board and do as is required regarding potential conflicts of interest.

#### ***Person to Person***

- I will not act in disregard of organisational policies and procedures in my relationships with fellow Board Members, staff members or anyone I come into contact with in my role as a Board Member.
- Guardian of the organisation's reputation
- I will not speak to the media or any public forum as a Board Member without the prior knowledge and approval of the Chair.
- When I am asked to represent the organisation any comments I make will reflect current policy even if I do not agree with them.
- When speaking as a private citizen I will aim to uphold the reputation of the organisation and those who work and volunteer for it.

- I will respect organisational, board and individual confidentiality.
- I will take an active interest in the organisation's public image.

***Personal Gain***

- I will not personally gain from my role as a Board Member nor will I permit others to do as a result of my actions or negligence.
- I will document expenses and seek reimbursement according to agreed procedures.
- I will not accept gifts or hospitality without the consent of the Chair.
- I will use organisational resources responsibly, when authorised in accordance with procedure.

***At Board Level***

- I will embody the principles of good governance in all my actions and live up to the trust placed in me by the Board of SCI.
- I will abide by the Board Governance procedures and practice.
- I will strive to attend all Board meetings.
- I will strive to absorb agenda items and other documents or reports sent to me and will be prepared to contribute my opinion during meetings.
- I will respect the authority of the Chair.
- I will maintain a respectful attitude to the opinions of others.
- I will accept a majority vote.
- I will maintain confidentiality unless authorised to speak on matters outside Board meetings.

***Enhancing governance***

- I will participate in appropriate induction, training and development Board activity.
- I will support the Chair in their leadership role.

***Leaving the Board***

- I understand that any substantial breach of this code of conduct may result in my removal from the Board.
- I will participate in an exit interview if necessary.

Signed \_\_\_\_\_  
Board member of the Social Care (Association) of Ireland

Date \_\_\_\_\_

**Approval Date: 29<sup>th</sup> January 2019**

*This Policy will be updated as necessary.*