

## **Empowering Vulnerable children ( EVC Uganda ) - Trustee Code of Conduct**

As a Trustee of EVC Uganda, I promise to abide by the fundamental values that underpin all activities of this Charity. These are as follows:

### **Our Values**

#### Christian Values

EVC Uganda operates as a Christian Charity and this ethos is maintained at all levels within the Charity.

#### Accountability

Everything EVC Uganda does will be able to stand the test of scrutiny by the public, the media, the Charity Commission, volunteers, supporters, stakeholders, funders, Parliament, the courts and the Ugandan authorities.

#### Integrity and Honesty

These will be the hallmarks of all conduct when dealing with colleagues within EVC Uganda and equally when dealing with individuals and institutions outside of it.

#### Transparency

EVC Uganda strives to maintain an atmosphere of openness throughout the Charity to promote confidence of the public, stakeholders, volunteers, Trustees, charity regulators and parliament. Additionally, I agree to the following points:

### **Law, Mission, Policies**

I act within the governing document of EVC Uganda and abide by the policies and procedures of the Charity.

I will not break the law or go against charity regulations in any aspect of my role as a Trustee.

I will support the objects and mission of EVC Uganda and act as their guardian and champion.

I will develop and maintain an up to date knowledge of EVC Uganda and its environment.

### **Conflicts of Interest**

I will always strive to act in the best interests of the Charity as a whole and not as a representative of any group, considering what is best for EVC Uganda and its present and future beneficiaries.

I will declare any conflict of interest, or any circumstances that might be viewed by others as a conflict of interest, as soon as it arises.

I will submit to the judgement of the Board and do as it requires regarding potential

conflicts of interest.

### **Person to Person**

I will not break the law, go against charity regulations or act in disregard of EVC Uganda Policies in my relationships with fellow Trustees, volunteers, supporters, funders, children who use our service, their parents or guardians, teachers, contractors, EVC administrators, or anyone I come into contact with in my role as a Trustee.

I will strive to establish respectful, collegial and courteous relationships.

Where I also volunteer with this Charity, I will maintain the separation of my role as a Trustee and as a volunteer.

### **Protecting the Charity's Reputation**

I will not make public comments about the Charity unless authorised to do so.

Any public comments I make about EVC Uganda will be considered and in line with the Charity's policy, whether I make them as an individual or as a Trustee.

When I am speaking as a Trustee of this Charity, my comments will reflect current organisational policy even when these do not agree with my personal views.

When speaking as a private citizen I will strive to uphold the reputation of EVC Uganda and those who work / volunteer in it.

I will respect EVC Uganda, Board and individual confidentiality.

### **Personal Gain**

I will not personally gain materially or financially from my role as a volunteer, unless specifically authorised to do so, nor will I permit others to do so as a result of my actions or negligence.

I will use EVC Uganda's resources responsibly. I will document expenses and seek reimbursement with relevant receipts provided according to procedure.

I will not accept gifts or hospitality without the prior consent of the Chairman.

### **In the Boardroom**

I will strive to embody the principles of leadership in all my actions and live up to the trust placed in me by EVC Uganda.

I accept my responsibility to ensure EVC Uganda is well run and will raise issues and questions in an appropriate and sensitive manner to ensure that this is the case.

I will abide by Board governance procedures and practices.

I will strive to attend all Board meetings, giving apologies for absence ahead of time to the Chairman if unable to attend.

I will study the agenda and other information sent me in good time prior to the meeting and be prepared to debate and vote on agenda items during the meeting.

I will honour the authority of the Chairman and respect his/her role as meeting leader.

I will engage in debate and voting in meetings according to procedure, maintaining a respectful attitude towards the opinions of others while making my voice heard.

I will accept a majority board vote on an issue as decisive and final.

I will maintain confidentiality about what goes on in the Boardroom unless authorised by the Chairman or Board to speak of it.

### **Enhancing Governance**

I will participate in Induction, training and development activities for Trustees.

I will continue to seek ways to improve Board governance practice.

I will strive to identify good candidates for trusteeship and appoint new Trustees on the basis of merit.

I will support the Chairman in his / her role and, with my fellow Board members, seek development opportunities for him / her.

### **7 Principles of Public Life - To Which EVC Uganda Supports:**

#### **Selflessness**

Holders of public office should act solely in terms of the public interest.

#### **Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

#### **Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

#### **Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

## **Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons to do so.

## **Honesty**

Holders of public office should be truthful.

## **Leadership**

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

## **Leaving the Board**

I understand that a substantial breach of any part of this code may result in my removal from the Trustee Board.

Should procedures be put in motion that may result in my being asked to resign from the Board, I will be given the opportunity to be heard. In the event that I am asked to resign from the Board, I will accept the majority decision of the Board and resign at the earliest opportunity.

Should I resign from the Board I will inform the Chairman in advance in writing, stating my reasons for resigning. Additionally, I will participate in an exit interview.

Signed:

Name:

Date: