

# **Community Ventures Society**

## **CVS Board Code Of Ethical Conduct**

### Conduct and Language

The conduct and language of Board members must meet acceptable social standards and contribute to a positive governing environment. Board members must treat each other in accordance with the values of the CVS in the exercise of their governance duties. Board members must not engage in any form of discrimination or harassment prohibited under the *BC Human Rights Code*.

### Confidentiality

Board members must not disclose any confidential information acquired through their governance duties to anyone other than persons who are authorized to receive such information. This prohibition applies to disclosures made within and outside CVS and continues to apply after the governance relationship ends.

### Conflict of Interest

Board members who are direct relatives of each other, or who are direct relatives of consumers receiving service at CVS, may not engage in governance activities where the relationship creates an opportunity for collusion that would have a detrimental effect on consumers or CVS. This restriction may be waived provided that sufficient safeguards are in place to ensure the interests of consumers and/or CVS are not compromised.

A Board member must disclose any financial or personal interest, direct or indirect, which s/he may have that may conflict with the Community Ventures Society or a subsidiary of it, or which may otherwise have bearing upon any transaction or business in which CVS or a subsidiary of it may have or contemplate having an involvement. This applies whether such interest arises by reason of the personal affairs, employment, office or other association of the Director. In such circumstances, the Director will refrain from participation in or voting upon such transaction or business.

Board members are prohibited from initiating or participating in intimate or sexual relationships of any nature, whether “consensual” or otherwise, with consumers while affiliated with CVS.

### Legal Proceedings

Board members are obliged to cooperate with legal counsel acting for CVS’s interests during any legal proceedings. All verbal and written communication between legal counsel and Board members is subject to solicitor/consumer privilege and is, therefore, confidential. The content or results of such communication is not to be released to persons outside CVS, without prior consent of the Board of Directors.

### Partnerships

Board members take a leadership role in developing and sustaining partnerships with potential employers and community organizations. In all relationships with business and community partners, they act honestly and fairly, and avoid conflict of interest. Marketing activities and materials are presented truthfully, presenting individuals and families positively, and not taking advantage of sympathy.

### Public Comments

Board members must exercise caution and discretion in making public comments or entering into public debate regarding any aspect of CVS or its consumers. The public comments of Board members must accurately reflect the official position of the Board of Directors and must not bring CVS into disrepute.

### Service Provision

Board members oversee the provision of efficient and effective services to Society members, consumers and stakeholders of CVS. This oversight must be carried out in a respectful, responsive and ethical manner. Board members must be sensitive to the changing needs, expectations and rights of a diverse membership and consumer base while respecting the legislative, funding, policy and service frameworks within which CVS operates.

### Stewardship

Board members have a fiduciary responsibility to ensure the sound and prudent use of public resources and to safeguard the public interest in the performance of their governance duties. They avoid waste, fraud and any abuse of power.

### Professional Responsibilities

Board members must abide by professional requirements, and ensure that appropriate designations are maintained where required.

### Education and Communications

Board members are committed to the education of staff and consumers about the Code of Ethical Conduct, to encouraging the reporting of any allegations of violations, to addressing any such allegations in a timely and fair manner, and to ensuring there are no reprisals for such reporting.

Ethical Fundraising

Board members are committed to upholding the fundraising principles of the Canadian Centre for Philanthropy Ethical Fundraising and Financial Accountability Code.

I hereby agree to live up the letter and the spirit of this Code of Ethical Conduct.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_