



WHITE CLOUD
FOUNDATION

CODE OF ETHICS POLICY

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Drafted by	Karen Gallagher	Approved by Board on	10/06/20
Responsible person	Adam Scott	Scheduled review date	30/06/22

INTRODUCTION

The ethical climate of an organisation is an essential element in establishing its credibility and furthering its mission. An organisational culture that takes ethical considerations into account at every point cannot be produced simply by having the Board lay down a code; ethical principles must arise from consultation with and responsiveness to the organisation's clients, employees, volunteers, and stakeholders.

PURPOSE

This policy seeks to ensure that members of the Board and organizational staff know the ethical principles that guide all conduct in relation to the operations of White Cloud Foundation.

POLICY

Board members and staff of White Cloud Foundation have an obligation to operate in accordance with the ethical code set out in Appendix A, below.

RESPONSIBILITIES

It is the responsibility of the Board to set the Code of Ethics and review in on an annual basis. The Board Chair shall be responsible for disseminating the Code of Ethics and of ensuring its observance and implementation.

APPENDIX A

WHITE CLOUD FOUNDATION CODE OF ETHICS

BOARD MEMBERS

- Shall, in all business conducted under the aegis of White Cloud Foundation, place the interests of the organisation over their own interests or those of any other person or persons;
- Shall observe the provisions of the Constitution, policies, and rules of the organisation;
- Shall, as far as possible, attend all meetings of the Board, and, in the event that they are prevented from attending any meeting of the Board, shall notify the Secretary of their absence in advance of the meeting;
- Shall devote to their duties the amount of time required to carry them out thoroughly and effectively;
- Shall undertake any training necessary for the performance of their duties;
- Shall treat the other members and office-bearers of the Board, and the staff of the organisation, and the clients of the organisation, with respect; and
- Shall not act so as to bring the organisation or its mission into disrepute.

OFFICEBEARERS

- Shall carry out enthusiastically and competently the duties assigned to the position;
- Shall, in all business conducted under the aegis of White Cloud Foundation, place the interests of the organisation over their own interests or those of any other person or persons;
- Shall observe the provisions of the Constitution, policies, and rules of the organisation, including any policies on conflict of interest;
- Shall, as far as possible, attend all meetings of the Board, and, in the event that they are prevented from attending any meeting of the Board, shall notify the Secretary of their absence in advance of the meeting;
- Shall devote to their duties the amount of time required to carry them out thoroughly and effectively;
- Shall undertake any training necessary for the performance of their duties;
- Shall treat the members and other office-bearers of the Board, and the staff of the organisation, and the clients of the organisation, with respect; and
- Shall not act so as to bring the organisation or its mission into disrepute.

STAFF

- Shall, in all business conducted under the aegis of White Cloud Foundation, place the interests of the organisation over their own interests of those of any other person or persons;
- Shall observe the provisions of the Constitution, policies, and rules of the organisation, including any policies on conflict of interest;
- Shall enthusiastically and competently carry out the duties specified by their contract of employment;
- Shall treat the other staff of the organisation, and the members and office-bearers of the Board, and the clients of the organisation, with respect;
- Shall undertake any training necessary for the performance of their duties;
- Shall, in any work carried out for the organisation, follow the directions of their designated supervisors; and
- Shall not act so as to bring the organisation or its mission into disrepute.

VOLUNTEERS

- Shall, in all business conducted under the aegis of White Cloud Foundation place the interests of the organisation over their own interests of those of any other person or persons;
- Shall observe the provisions of the constitution, policies, and rules of the organisation;
- Shall treat the members and office-bearers of the Board, and the staff of the organisation, and the clients of the organisation, with respect;
- Shall undertake any training necessary for the performance of their duties;
- Shall, in any work carried out for the organisation, follow the directions of their designated supervisors; and
- Shall not so act as to bring the organisation or its mission into disrepute.