



**Equestrian Western Australia Incorporated**  
ABN: 53 591 481 584

Policy:	<b>Code of Conduct &amp; Ethics – Board Directors</b>
Policy Area:	Board & Governance Policies
Date Approved:	6 <sup>th</sup> February 2018
Replaces Policy dated:	25 <sup>th</sup> February 2010

**Code of Conduct & Ethics**

The Board is committed to the adoption of ethical conduct in all areas of its responsibilities and authority.

**Each member of the Board, as a legally responsible Director, shall:**

- Act in good faith and for a proper purpose.
- Exercise due care and diligence.
- Ensure the organisation does not continue to carry on its business while insolvent.
- Meet the requirements of various other federal and state laws which directly impact on the organisation.
- Ensure the Board and sport appropriate insurance cover provided by Equestrian Western Australia Incorporated (EWA).
- Undergo an appropriate induction process.
- That they, as a Director, will sign this document as an agreement of confidentiality.

**The Board shall:**

Under statute and at common law, the Board, who are Directors of the corporate entity, namely the EWA, in a governance sense, are obliged to:

- Take reasonable steps to place themselves in a position to monitor management of Equestrian Western Australia Inc.
- Be diligent, attend Board meetings and devote sufficient time to preparation for Board meetings to allow for full and appropriate participation in the Board's decision making in accordance with the Constitution.
- Board papers and other relevant information will be provided or made accessible with a minimum 5 days prior to each Board meeting.
- At least obtain a general understanding of the business of the organisation and the effect which the changing economy may have on that business.
- Rely upon expert or professional advice in situations which require specialist knowledge.
- Keep themselves informed about the activities of the organisation.

- Generally monitor the corporate affairs and policies of the organisation.
- Undertake a regular review of the financial statements and make further enquiry from that review if necessary.
- Act honestly and in good faith at all times.
- Declare all interests that could result in a conflict between personal and Organisational priorities.
- Ensure scrupulous avoidance of deception, unethical practice or any other behaviour that is, or might be construed as less than honourable in the pursuit of the EWA business.
- Not disclose to any other person confidential information other than as agreed by the Board or as required under law.
- Act in accordance with their fiduciary duties, complying with the spirit as well as the letter of the law, recognising both the legal and moral duties of the role.
- Abide by Board decisions once reached notwithstanding a Director's right to pursue a review or reversal of a Board decision.
- Not do anything that in any way denigrates EWA or harms its public image.
- Ensure that there is an appropriate separation of duties and responsibilities between itself and the Chief Executive Officer.
- Make every reasonable effort to ensure that EWA does not raise community, supplier or stakeholder expectations that cannot be fulfilled.
- Meet its responsibility to ensure that all staff employed by EWA are treated with due respect and are provided with a working environment and working conditions that meet all reasonable standards of employment as defined in relevant workplace legislation.
- Regularly review its own performance as the basis for its own development and quality assurance.
- Carry out its meetings in such a manner as to ensure fair and full participation of all Board.
- Ensure that EWA's assets are protected via a suitable risk management strategy.

NAME: .....

SIGNED: .....

DATED: .....