
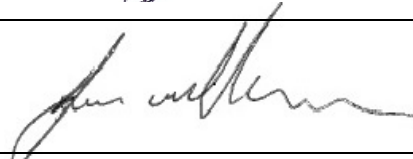


| <h2>Ringwood Diving Club Policy</h2>    |                                                                                         |                           |
|-----------------------------------------|-----------------------------------------------------------------------------------------|---------------------------|
| <h3>Board Director Code of Conduct</h3> |                                                                                         | Approval Date: 10/10/2015 |
|                                         |                                                                                         | Review Date:              |
|                                         |                                                                                         | Version No: 2015.1        |
| President:                              | Sign:  | Name: Mick Simone         |
| Vice-President:                         | Sign:  | Name: Jane Newnham        |

#### 1. PURPOSE

The purpose of this document is to set out the standards of behaviour expected of Committee Members. In agreeing to be part of the Committee, each member must also agree to adhere to these codes at all times.

#### 2. BOARD DIRECTORS MUST:

- Be diligent in their role
- Attend Board meetings or forward their apology prior to the meeting
- Treat all people associated with the Club, including members, volunteers, partners, external stakeholders, and other Committee Members with respect
- Always consider the welfare of the Club's members above their success
- Attend to their fiduciary responsibility and make decisions based on what is best for the Club, not for individual interest or gain
- Not take advantage of their position on the Committee in any way
- Declare any Conflicts of Interest as they arrive and act to ensure that these conflicts do not pose a risk to the organisation
- Be open to feedback from members and respond appropriately
- Be honest at all times
- Act as a positive role model with respect to good sporting behaviour
- Refrain from smoking and excessive use of alcohol at the Club
- Adhere to the policies and procedures established by the Club
- Adhere to the legislative requirements of the Club
- Respect the equipment and resources of the Club and only use these in Club related business
- Not receive gifts that result in personal financial benefit
- Always look for opportunities for improved performance of the Club operations and Committee functions
- Always represent the Club in a professional manner

- Not speak to the media about any aspect of the Club that could damage the Club or its reputation
- Sign and abide by the Confidentiality/Non-Disclosure agreement for Board Members