



EXECUTIVE AND BOARD CODE OF CONDUCT

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Purpose

This Code of Conduct has been drawn up with regard to the responsibility entrusted to the Executive and Board Members of the NT Tenpin Bowling Association Inc.

It outlines fundamental principles to guide the Board to act in a way that is fair, ethical and beneficial for all NT Tenpin Bowling Association members and affiliates. Every Member of the Board is expected to comply with this code.

Strategy and Advocacy

- Strive to achieve the vision and mission and uphold its core values
- Ensure all Association activities are in compliance with the Constitution, By-laws, policies, Associations Act and NT Government regulations
- Engage in public advocacy for the Association by promoting its work and keeping informed about its programs and activities
- Contribute a strategic focus to the Association
- Ensure media comments are made by the appropriate people, normally the President or Executive Officer of the Association.

Responsiveness to Tenpin Bowling Australia and NT Tenpin Bowling Association members

- Ensure that the Association activities are in the best interests of the bowlers and the sport
- Ensure that the Board is accountable to the members by documenting and communicating actions and decisions, as appropriate
- Apply the principles of equality and diversity, and ensure that the Association is fair and open to all sections of the Association in all of its activities
- Actively seek input and communicate with the members.

Honesty and Integrity

- Act with honesty, fairness and openness in all dealings as representatives of the Association
- Maintain a professional level of courtesy, respect, and objectivity in all activities

- Uphold and assist other members of the Board in upholding the highest standards of professional conduct
- Conduct themselves in a manner which does not damage or undermine the reputation of the Association, its staff or the sport
- Respect cultural diversity and therefore not discriminate against others, or the opinions of others, on the ground of their cultural background.

Conflict of Interest

- Avoid or declare any conflict of interest between the member's private interests and official functions and responsibilities
- Must not solicit or encourage gifts or private benefits from any person who might have an interest in obtaining a benefit from the Association.

Confidentiality

- Respect the confidentiality of information obtained in confidence in the member's official capacity
- A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or cause harm to another.

Accountability and responsible stewardship

- Act prudently and with probity to protect all financial assets and resources of the Association and ensure that they are used to deliver the Association's objectives
- Maintain and review a risk register for the Association, and take identified actions to mitigate risks.

Effective Board/Board Performance

- Ensure co-operation of all Board members to manage the Board's own operations
- Strive to attend all Board meetings and contribute to productive meetings by ensuring they are prepared
- Make informed decisions and give due consideration to differing points of view on the Board and amongst members
- Accept and support the decision of the majority
- Work co-operatively with TBA National Office; recognising their role and responsibilities
- Participate in the Board's performance appraisal, renewal and succession planning
- Act in what the member genuinely believes to be in the best interest of the NT Tenpin Bowling Association, its members and affiliates at all times. In particular an Executive and Board member must seek to ensure that their decisions and actions are based on an honest, reasonable and properly informed judgement about what will best advance the interests of the Association and the sport.