

Category: Governance	Date Approved:
Policy Number: 1 - 05	Date Amended:
Policy Title: Code of Conduct	

- **The Board of Directors** of the BIA expects of itself, its Directors, BIA members and BIA staff, ethical and business-like conduct. This commitment includes appropriate decorum by Directors when interacting with groups and individuals. Directors are to work for the advancement of the BIA.
- **Board of Directors Unity and Teamwork** Directors use the expertise of the Board of Directors, staff and BIA members to enhance the ability of the Board of Directors as a body to make wise policy. Directors recognize that the Board of Directors and staff have a common purpose: adopt a team approach to ensure the success of the BIA.
- **Board of Directors Integrity** Directors act openly and honestly and avoid the improper use of influences of their office. Directors view events or persons objectively and disclose all conflicts of interests, not allowing personal gain or advantage to influence their judgment.
- **Board of Directors Professionalism** Directors act professionally in performing their duties. All Directors should ensure that they do not speak on behalf of the BIA unless given permission to do so by the Chair or Board of Directors. If approached by media regarding the BIA, redirect the media to the General Manager, the Chair or a dedicated spokesperson.
- **Board of Directors Confidentiality** Directors maintain and respect the confidentiality and privacy of any information or reports obtained during Board meetings that include issues of a sensitive nature. External release of said information or reports must be authorized by the Chair or Board of Directors.
- **Board of Directors Conflict Of Interest** Every Director shall act honestly and in good faith with a view to the best interests of the BIA in discharging his/her duties. Directors must declare direct and indirect pecuniary interests, and following the declaration, that they not influence any vote or actually vote on the matter. Directors are entitled to participate fully on matters in which they have no greater pecuniary interest than other members of the BIA.

I certify that I have received and read this Code of Conduct and that I am responsible for complying with it.

_____ **Print Name**

_____ **Signature**

_____ **Date**