

1. INTRODUCTION

The Board has a legal and moral responsibility to manage Rowing WA(RWA) in the best interests of the community it serves. Board Members, as Directors of RWA, should demonstrate professional and ethical behaviour at all times in their responsibilities to Rowing WA, in their professional relationships with each other, and in their professional service to the rowing community.

This Code of Conduct has been developed as a tool to provide clarity around the behaviours expected of Directors in their role on the RWA Board. Directors are expected to acknowledge their intent to abide by the Code in all their dealings as Directors, by signing this document upon election/appointment to the Rowing WA Board and renew their commitment to the Code by re-signing annually

2. ACKNOWLEDGEMENT

As a Board Member and Director I will:

- Act honestly and in good faith for the best interest of RWA.
- Perform the duties of my office impartially, uninfluenced by fear or favour.
- Exercise the degree of duty of care and diligence in fulfilling the functions of the office and exercising the functions of that office.
- Recognise that the primary responsibility is to the members as a whole but should, where appropriate, have regard for the interests of all stakeholders of RWA.
- Not make improper use of information acquired through my position as a Director to gain, indirectly or directly, an advantage for myself or for any other person or to cause detriment to RWA.
- Not take improper advantage of my position in office nor allow personal interests or the interests of any associated persons, or sectional interests to conflict with the interests of RWA as a whole.
- Not engage in conduct likely to bring discredit upon RWA.
- Always behave in a way that aligns with RWA's values (as outlined in the Strategic Plan)

- Be clear and understand the roles, responsibilities and reporting relationships of the Board, other officers and professional staff.
- Not individually instruct the CEO on matters relating to operational issues.
- Properly observe my responsibility as the CEO's employer.
- Attend all Board meetings. Where attendance is not possible, submit an apology. If absence is likely to extend for several meetings, obtain leave of absence.
- At Board meetings recognise the authority of the Chair.
- Listen to and respect opinions of fellow board members.
- Debate issues in a non-threatening, co-operative manner at all times.
- Prepare for meetings by
 - preparing timely and complete reports as required
 - reading and considering papers circulated with the agenda
- Express concerns to the President or other relevant authority about decisions or actions contrary to the Board's public duty.
- Ensure I understand the context and meaning of all reports, financial or otherwise, presented to the Board and make representation to the Chair for clarification where a personal understanding is required.
- Maintain confidentiality and not divulge information deemed confidential or sensitive. If uncertain I will seek direction from the President.
- Comply with RWA and Rowing Australia policies.
- Avoid discussing Board business in public places where there is a likelihood of being overheard.
- Recognise and maintain my obligation to be independent in judgement and actions and to take reasonable steps to be satisfied as to the soundness of all decisions of the Board.
- Ensure that RWA's assets, employees and reputation are protected via a suitable risk management strategy or policy.

- Not demand or accept in connection with official duties any fee, favour, reward, gratuity or remuneration of any kind, outside the scope of entitlements as a board member, unless authorised by the president.
- Recognise and maintain the obligation to comply with the spirit, as well as the letter of the law and with the principles of this Code.
- Abide by Board decisions once reached.
- Once decisions are made, speak with one voice

Signed..... Date.....

3. VERSION CONTROL

VERSION	DATE	AUTHOR	COMMENTS
1.3	15.06.2011	C. James	Updated to reflect current governance structure
2.0	02.05.2023	D. Tackenberg	Updated to align behaviour with organisational values and updated terminology. Board Approved