

Code of Conduct

Approval date: November 2020
Review date:
Amendment date:



PWRDF

The Primate's World Relief
and Development Fund

The Anglican Church of Canada

PURPOSE

PWRDF is committed to ensuring that in all aspects of its affairs it maintains the highest standards of public trust and integrity.

APPLICATION

This Code of Conduct is to be read in conjunction with the Code of Ethics and applies to all directors, members, employees and agents, including any appointed members of board committees.

Directors' Duties

All directors stand in a fiduciary relationship to PWRDF. As fiduciaries, directors must act honestly, in good faith, and in the best interests of PWRDF.

Directors will be held to strict standards of honesty, integrity and loyalty. A director will not put personal interests ahead of the best interests of PWRDF.

Directors must avoid situations where their personal interests will conflict with their duties to PWRDF. They must also avoid situations where their duties to PWRDF may conflict with duties owed elsewhere.

In addition, all directors must respect the confidentiality of information about PWRDF.

Best Interests of PWRDF

All directors must act solely in the best interests of PWRDF.

It is recognized that the role of director may include representing the organization in the community. Such representations must be respectful and consistent with the director's duty of confidentiality. Every person to whom this Code applies will respect the confidentiality of information about the organization, other than what is included in the minutes or other official documentation, whether that information is received in a meeting of the board or of a committee or is otherwise provided to or obtained by them.

A director is in breach of his or her duties with respect to confidentiality when information is used or disclosed for purposes other than those of PWRDF.

Spokespersons

Only the President or designate may speak on behalf of the board.

No director will speak or make representations on behalf of the board unless authorized by the President or the board.

The Executive Director or designate may speak on behalf of the organization.

All such representation must be consistent with accepted positions and policies of the board.

Media Contact and Public Discussion

News media contact and responses and public discussion of PWRDF's affairs should only be made through the board's authorized spokespersons. Any director who is questioned by news reporters or other media representatives should refer such individuals to the appropriate representatives of PWRDF.

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Respectful Conduct

It is recognized that directors bring diverse backgrounds, skills and experience to the board. Directors will not always agree with one another on all issues. All debates will take place in an atmosphere of mutual respect and courtesy.

The authority of the chair must be respected by all directors.

Board Solidarity

Directors acknowledge that properly authorized board actions must be supported by all directors. The board speaks with one voice. Those directors who have abstained or voted against a motion must adhere to and support the decision of a majority of the directors.

Obtaining Outside Advice

Requests to obtain outside opinions or advice regarding matters that are before the board may be made through the president.

AMENDMENT

This code may be amended by the PWRDF Board.