



EDMONTON
TRIATHLON
ACADEMY

**BOARD OF DIRECTORS CODE OF
ETHICS POLICY**

Board of Directors Code of Ethics Policy

Introduction

The Edmonton Triathlon Academy (ETA) Code of Ethics is a set of guidelines established to ensure the highest standard of professional conduct expected of its Board of Directors, Sub-Committee, and Working Group participants. This Code is also intended to:

- ▶ Ensure the highest ethical responsibility;
- ▶ Ensure best practice transparency and accountability;
- ▶ Ensure commitment to ethical and professional behaviour;
- ▶ Set the highest principles of which the association is based;
- ▶ Identify the consequences of breaching this Code of Ethics.

Expectations

By accepting a position as a member of the ETA Board of Directors, Sub-Committee, and/or Working Group and you agree to:

- ▶ Always act in a law abiding manner and in the best interest of the ETA;
- ▶ Avoid conflicts of interest, and advise the ETA Board of Directors of any potential conflicts as well as breaches of conflicts of interest involving yourself or anyone involved in the organization;
- ▶ Act honestly and fairly in all our dealings;
- ▶ Set the highest standards for professional conduct and for the protection of youth and vulnerable parties.
- ▶ Not engage in any conduct or practice that could directly or indirectly bring the reputation of the ETA into ill-repute or damage or diminish the reputation of the ETA, its employees or members of its Board in the eyes of others.
- ▶ Be proactive and act reasonably to protect the reputation of the ETA, its employees and members of its Board in the eyes of members of the community.
- ▶ Express all ETA communications with due diligence, and be aware of your responsibility in devolving ETA information;
- ▶ Resolve conflicts in an ethical and professional manner with respect to all parties involved;

- ▶ Utilize ETA and stakeholder resources in a manner that is economically responsible;
- ▶ Respect the confidentiality of the ETA and our stakeholders;
- ▶ Respect the rights of others and support community values and expectations.

Confidentiality Statement

You agree to keep strictly confidential all decisions, discussions, financial and legal matters, concepts, ideas, opinions or other information which are to be and which will be discussed during your term as a Board/Committee or Working Group Member. The undersigned agrees not to disclose any information of a sensitive, proprietary or personal nature to any third-party individual or organization.

The obligations imposed shall continue with respect to each unit of the information, concepts and ideas through, up to, and even following the completion of your involvement with the Edmonton Triathlon Academy.

You acknowledge and agree that a breach of the provisions contained herein could cause the Edmonton Triathlon Academy, its employees and Board members to suffer irreparable damage that cannot be adequately remedied by an action of law.

Accordingly, the undersigned agrees that any breach of these provisions would be grounds for immediate removal from their position and removal of 'membership in good standing' status with the Edmonton Triathlon Academy.

These standards represent Edmonton Triathlon Academy Policy. Once received you agree that you are fully knowledgeable of the policy, that you have read and fully understand the standards of behaviour expected of you as outlined in this Code of Ethics.

Breaches of the Code of Ethics will be subject to review by the Board of Directors and may result in the removal of 'member in good standing status' and cause effective dismissal from the ETA Board of Directors, Sub-Committee or Working Group.



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MEMBER INFORMATION

First Name:	Last Name:
Address:	City:
Postal Code:	Home Phone:
Work Phone:	Mobile Phone:

I, _____ (print name) have read and fully understand Edmonton Triathlon Academy's Board of Directors Code of Ethics Policy.

Signature: _____ Date: _____

Date of Approval: July 9, 2018