



Triathlon Western Australia

CODE OF CONDUCT OF BOARD MEMBERS

A Board member must, at all times:

1. Act honestly, in good faith in the exercise of his or her duties, for the best interest of the sport of Triathlon.
2. Perform the duties of his or her office impartially, uninfluenced by fear or favour.
3. Exercise the degree of duty of care and diligence in fulfilling the functions of the office and exercising the functions of that office.
4. Recognise that the primary responsibility is to the TWA members and affiliated WA Triathlon Clubs as a whole but should, where appropriate, have regard for the interests of all stakeholders of Triathlon in WA.
5. Not make improper use of information acquired by use of his or her position as a Board member to gain, indirectly or directly, an advantage for himself or herself or for any other person or to cause detriment to the sport.
6. Not take improper advantage of the position.
7. Not allow personal interests or the interests of any associated persons, or sectional interests to conflict with the interests of TWA.
8. Should not engage in conduct likely to bring discredit upon TWA.
9. Be clear and understand the roles, responsibilities and reporting relationships of the Board and professional staff.
10. Not individually instruct the Executive Officer on matters relating to operational issues.
11. Properly observe their responsibility as the Executive Officer's employer.
12. Attend all Board meetings. Where attendance is not possible members will submit an apology. If absence is likely to extend for several consecutive meetings, members will obtain leave of absence.
13. At Board meetings recognise the authority of the Chair.
14. Listen to and respect opinions of fellow colleagues.
15. Debate issues in a non-threatening, co-operative manner at all times.



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16. Prepare for meetings by
 - a. preparing timely and complete reports as required for the member's Board position,
 - b. reading and considering papers circulated with the agenda.
17. Express concerns to the Chairperson or other relevant authority about decisions or actions contrary to the Board's public duty.
18. Maintain confidentiality and not divulge information deemed confidential or sensitive. If members are uncertain they should seek direction from the Board Chairperson.
19. Avoid discussing Board business in public places where there is a likelihood of being overheard.
20. Have an 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.
21. Not demand or accept in connection with their official duties any fee, favour, reward, gratuity or remuneration of any kind, outside the scope of their entitlements as a Board member, unless authorised by the Chairperson of the Board.
22. Have an obligation to comply with the spirit, as well as the letter of the law and with the principles of this Code.
23. Abide by Board decisions once reached.
24. Once decisions are made, speak with one voice

Reviewed April 2008