



<b>Form No:</b>	<b>IMS-P-014</b>	<b>Version No:</b>	<b>V20240206</b>
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## PURPOSE

ATHRA’s Volunteer Position Holders and any Sub Committee, work without payment for the advancement of the Association. Notwithstanding the volunteer nature of the role, Position holder members are required to meet certain standards of conduct in the execution of their duties.

The purpose of this Policy is to define the expected standards of conduct associated with holding a voluntary ATHRA position.

## SCOPE

This Policy applies to all elected and appointed position holders and any sub-committee members as may be appointed by the ATHRA Board from time to time.

## STANDARDS OF CONDUCT

- An ATHRA Position holder must act honestly, in good faith and in the best interests of the association as a whole
- An ATHRA Position holder has a duty to use due care and diligence in fulfilling the functions of committee and exercising the powers attached to that position
- An ATHRA Position holder must use the powers of their position for a proper purpose, in the best interests for the association as a whole
- An ATHRA Position holder must recognise that the primary responsibility is to the association’s members as a whole but should, where appropriate, have regard for the interests of all stakeholders of the association
- An ATHRA Position holder must not take improper use of information acquired as an ATHRA Position holder
- An ATHRA Position holder must not take improper advantage of the position of ATHRA Position holder
- An ATHRA Position holder must not allow personal interests, or the interests of any associated person, to conflict with the interests of the association
- An ATHRA Position holder has an obligation to be independent in judgment and actions, and to take all reasonable steps to be satisfied as to the soundness of all decisions taken by the ATHRA Board
- Confidential information received by an ATHRA Position holder in the course of the exercise of ATHRA Position holder duties remains the property of the organisation from which it was obtained and it is improper to disclose it, or allow it to be disclosed, unless that disclosure has been authorised by the Association, or the person from whom the information is provided, or is required by law
- An ATHRA Position holder should not engage in conduct likely to bring discredit upon the organisation
- An ATHRA Position holder has an obligation, at all times, to comply with the spirit, as well as the letter of the law and with principles of this Code of Conduct.

## DECLARATION OF ACCEPTANCE

I, \_\_\_\_\_ am an appointed ATHRA Position holder / Committee member of a sub-committee appointed by the Board (*delete as appropriate*).

I declare that I have read and understood the Code of Conduct for ATHRA Position holder as outlined above, and agree to abide by its provisions during my service to the Australian Trail Horse Riders Association.

ATHRA Position Holder Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Witness Signature \_\_\_\_\_