

# CODE OF CONDUCT POLICY

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## PURPOSE:

The purpose of this policy is to establish guidelines of conduct required by the Ontario Beekeepers' Association (OBA). For purposes of this policy, reference to OBA includes all board members, committee members, staff and contract workers.

All those included in this policy will be provided with the Code of Conduct Policy at the time they join or otherwise become affiliated with the OBA.

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## GENERAL CONDUCT AND INTEGRITY

Directors shall perform their duties with care and integrity reflecting the OBA Strategic Mission, Vision and Values and in the best interests of the Association and the instructions of the Board.

Where there is disagreement among the board members on issues or direction, the President will promote and call for discussion, debate, presentation of motions and decisions made by majority vote. Board members and staff are expected to support decisions made by the board in any verbal or written public communications with the exception of resolutions presented at the AGM, at which time board members may exercise their right as individual members.

Board members, committee members, staff and contract workers of the OBA will act honestly and uphold the highest ethical standards. All actions of the OBA must maintain and enhance confidence and trust in the OBA.

## COMPLIANCE WITH LAWS

The OBA is committed to full compliance with all required laws and regulations.

## CONFIDENTIALITY

Board members, committee members, staff and contract workers may, from time to time, be privy to, or hold information about, matters that are confidential to the business of the OBA. They are therefore expected to treat such information and covenants confidentially and agree not to disclose it to any third party except with the advance permission of the OBA.

## COMMUNICATIONS

Board members, committee members, staff and contract workers will follow approved communications policies with regard to external stakeholder relations, public comments, including media contact, as determined by the Board and/or the President.

## SPONSORSHIPS

The OBA is open to partnerships with companies, organizations and coalitions from relevant sectors that understand the OBA's core values and seek partnership activities that both serve our strategic objectives and deliver the OBA's mission. The OBA partners with others who

demonstrate a sincere commitment to the well being of honey bees and/or Ontario's beekeeping industry in their operations and business practices.

However, the OBA specifically prohibits any funding, in-kind contribution or sponsorship arrangements with a company whose activities or those of its subsidiaries or related companies directly or indirectly negatively impacts the well being of honey bees or Ontario's beekeeping industry. Included in this restriction (but not limited to) are funding or sponsorship of research, events, advertising or product promotions.

#### ENTERTAINMENT AND GIFTS

Board members and staff will not solicit or accept any gift or favour that will place them, or appear to place them, under an obligation, or will place the OBA in a compromised position. No gift or entertainment should be offered, given, provided or accepted by anyone covered under this policy or their immediate family unless it is consistent with customary hospitality and is incidental and minimal in value.

In addition, directors, staff and full-time contractors are prohibited from accepting personal gifts of any kind from restricted organizations such as tickets to events, meals or travel. They are also prohibited from working for, or on behalf of, such organizations or from accepting funds for independent projects without prior approval from the Board of Directors. The exception to this is compensation from companies for damages incurred from their products or actions. However, the OBA must be notified of any litigation or compensation received from restricted organizations.

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Approved: February 3, 2015

Review date: March, 2016