

Code of Conduct

for the Board of Directors and Volunteers of the Royal Ottawa Foundation for Mental Health

This Code of Conduct which applies to Directors and Volunteers describes the conduct that is expected.

Expectations

Each Director/Volunteer supports the mission of the Royal Ottawa Foundation for Mental Health and accepts the roles and responsibilities of volunteering that include avoiding any conflicts of interest and acting ethically and in good faith to ensure the best interests of the Foundation.

Confidentiality

All Directors/Volunteers are expected to exercise their utmost discretion and retain as confidential any sensitive information that comes to them through their duties as a Director/Volunteer especially information regarding donors, patients, staff, labour relations, or any commercial transaction.

Director/Volunteer Participation and Understanding

- Carries out power of office only at Board meetings (if applicable)
- Respects the roles and responsibilities delegated to the President and CEO
- Agrees to carry out the roles and responsibilities as specified
- Does not represent the specific interest of any constituency
- Is well prepared for any meetings and maintains an excellent attendance record
- Works positively and cooperatively with others
- Supports the decisions and policies of the Board in discussion with outsiders, even if the Director/ Volunteer holds another view
- Seeks ways to perform their volunteer role more effectively

I acknowledge that I have read, considered and agree to conduct myself in accordance with the Director/Volunteer Code of Conduct.

Please Print Name

Signature

Date

The Code of Conduct is to be signed by Volunteers and Board of Directors annually.