

4.6 Code of Conduct

4.6.1 Council Members

BCNU Policy and Procedures Manual (v. 3.9)

Section	Effective Date (dd-mm-yy)	Revision Date (dd-mm-yy)	Date Approved (dd-mm-yy)	Page	Applicability	Subject
4.6.1	01-01-92	01-07-08	05-11-96	1 of 1	<input checked="" type="checkbox"/> BCNU Members <input type="checkbox"/> Employees / Staff	Council Members
Policy	To establish the expected behavior of Council, and thereby ensure that BCNU's affairs are managed with the highest moral, legal and ethical standards.					
Procedure	<p>Council shall:</p> <ol style="list-style-type: none"> 1. Act in what is believed to be the best interests of the Members of BCNU, exercising the powers and duties of office honestly and without prejudice. 2. Put forward the BCNU Objectives and policies in a clear, concise, and factual manner. When Council or Committee Members find it necessary to speak out against BCNU policy or direction, they must clearly identify their views as personal. 3. Recognize the principle of confidentiality, and not use any information gained by virtue of their office to gain any direct or indirect advantage. The burden of proof rests with the person who claims a reason for overriding the principle of confidentiality. 4. Abide by organizational democracy and discipline. The democratic process means that all parties are involved in the discussion, and, in specific cases, the vote. However, once a decision is made, Council and / or Committee Members (as applicable) are bound by it, regardless of how they voted. 5. Not limit their discretion to act, and not commit to votes on issues to be considered in the future. 6. Not place themselves in any position in which there is a Conflict of Interest between their official capacity and any personal or professional interests. 7. Act as a responsible employer, treating Employees reasonably and fairly, and follow stipulated procedures. <p>Council and Committee Members are obliged, in their official capacity and as individuals, to do their best to fulfill the intent of this policy. It is expected that every Council and Committee Member will have a working knowledge of permissible activities, and will seek guidance on any matter on which there is question.</p> <p>Any clear infraction of applicable laws and / or recognized ethical standards will be subject to disciplinary action, which may include (but is not necessarily limited to), reprimand, censure, suspension, removal from office, and dismissal from BCNU, depending on the seriousness of the offence.</p>					