



Nepalese Canadian Society of Edmonton

🏠 5264 53 Avenue NW., Edmonton, AB T6B 3K1

✉️ necase@necase.ca

🌐 necase.ca

Board of Director Ethics Agreement

This agreement between individual Director and the NECASE Board at large aims to create healthy working environment for the volunteers to work harmoniously in the NECASE Board. This agreement also provides a guideline to individual director as well as NECASE Board to develop a culture of mutual trust, honesty, respect and belongingness and to carry out their duties in open, transparent and responsible manner.

Objectives:

The objectives of this agreement are: to facilitate healthy discussion without biasness; to participate in the discussion with fairness and respect; to enhance outcome based healthy discussion; and to create workable environment free from apprehension during discussions of the matters related to good governance of the NECASE.

Code of Ethics:

A. General

- i) I will conduct the business affairs of the NECASE in good faith and with honesty, integrity, due diligence, and reasonable competence.
- ii) I will uphold the strict confidentiality of all deliberations and communications of the Board.
- iii) I will always hold the betterment of the membership of the NECASE as my priority, including during all participation in discussions and voting matters.
- iv) I recognize that I am obligated to act in a manner which will bear the closest public scrutiny.
- v) It is my responsibility to contribute to the board of directors any suggestions of ways to improve the organization's policies, standards, practices or ethics.
- vi) I will not abuse my position as a board member by suggesting to any organization employee that I am entitled to or expect any special treatment beyond regular members of the organization.
- vii) I dedicate myself to leading by example in serving the needs of the NECASE and its members and also in representing the interests and ideals of the NECASE at large.
- viii) I will not engage in or facilitate any discriminatory or harassing behavior directed toward NECASE members, Board directors, volunteers, meeting attendees, sponsors, or others in the context of activities relating to the NECASE.
- ix) I will not disclose or share any confidential or private information to others unless it is required as a part of the NECASE business.

Initials
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B. Business Meetings

- i) I will present my independent and knowledge-based views/concerns in a respectful manner.
- ii) My views/concerns will be within the context of the issue in discussion.
- iii) I will not put my view/concern in public on the issue in discussion at Board meeting(s).
- iv) Once the decision on any issue has been made by the Board (unanimous or voting), I will accept the decision without prejudice and participate whole heartedly in the implementation of the decision.
- v) I will keep my communications fair and unbiased.
- vi) I will present myself as part of solution, not as part of problem.

Initials
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C. Conflict of interest in compliance of NECASE Bylaws 10.3

- i) I understand that the following activities are considered by the NECASE to be conflicts of interest, and that conflicts of interest are not limited to the following situations:



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- a) where a director makes a decision or does an act motivated by other or additional considerations than “the best interests of the organization”,
 - b) where a director personally contracts with the organization or where he/she is a director of other organizations which are contracting with this organization,
 - c) where a director learns of an opportunity for profit which may be valuable to him/her personally or to another organization of which he/she is a member, or to other persons known to the director,
 - d) where a director, in any circumstance as related to the NECASE, puts his/her personal interests ahead of the best interests of the NECASE
- ii) I will declare any conflict of interest, be it real, potential, or apparent, which is not immediately obvious with regard to any matter being discussed in my presence during a meeting.
 - iii) If the Board decides at any time during a meeting that I have a conflict, I will accept their request that I refrain from participating in the discussion and I will leave the meeting at the Board’s request. I understand that the Board’s decision will be recorded in the minutes, either with or without the reasons for the decision being also recorded.

Declaration:

In establishing policy for and on behalf of NECASE’s members, I am a custodian in trust of the assets of their society. The NECASE members recognize the need for competent and committed elected board members to serve in the Board and have put their trust in my sincerity and abilities. In return, the members deserve my utmost effort, dedication, and support.

Therefore, as a Board director of NECASE, I acknowledge and commit that I will observe a high standard of ethics and conduct as I devote my best efforts, skills and resources in the interest of NECASE and its members. I will perform my duties as Board director in such a manner that members’ confidence and trust in the integrity, objectivity and impartiality of NECASE are conserved and enhanced. To do otherwise would be a breach of the trust which the membership has bestowed upon me.

With solemn authority, I declare that I will not breach the Ethics Agreement between me, Mr./Ms./Dr. _____ and the NECASE Board, by means of any kind of communication, or action, or intention. If the NECASE Board finds that I have breached any of the codes outlined in the Ethics Agreement, I give my consent to the NECASE Board to implement my resignation and remove me from the post of _____ I am assigned to.

President / General Secretary
On behalf of the NECASE Board

Date: (mm/dd/yyyy)

Mr./Ms. Dr.
On behalf of the NECASE Board

Date: (mm/dd/yyyy)