



**SSSI - Rules for Operations of SSSI  
Commissions and Regions**  
(Policy No. 2015/1 – Version 2)

April, 2017



# POLICY REGISTER

Policy No 2015/01

<b>POLICY TITLE</b>	<b>Rules for Operations of SSSI Commissions and Regions</b>
<b>DOCUMENT/FILE NO</b>	2015/01
<b>OFFICER RESPONSIBLE</b>	Chief Executive Officer/General Manager
<b>NEXT REVIEW</b>	Two years post Board Authorisation

Version	Amendments	Reviewer	Board Authorisation
1	Initial Release	CEO	13/02/2015
2	Updated to reflect changes in the Constitution of 31 October 2016	GM	04/04/2017

## OBJECTIVES

These Rules are made pursuant to Clauses 24, 25, 31 and 33 of the SSSI Constitution, to enable the SSSI to maintain continuity in management, consistency in operation and the ability to quickly and effectively analyse, amend and implement change as required at an institutional level.

### 1. Purpose of Rules

- (a) These Rules are made pursuant to Clauses 24.6 and 25.1 of the SSSI Constitution, which state that the SSSI Board shall make Rules from time to time for the conduct of Regional and Commission Committees.
- (b) Clause 29 of the Constitution comprising sub-clauses 29.1 to 29.15 inclusive, describes the process of election of Committees and officers for Commissions and Regions.
- (c) Pursuant to Clause 29.1, and unless otherwise determined by the SSSI Board, members of SSSI shall elect members of National Committees for Commission and of Regional Committees once every two years.
- (d) Each Member will be eligible to stand for election to the Board and be eligible to stand for the regional sub-committees and be eligible to vote in elections pursuant to Clause 4.16 of the Constitution.
- (e) The quorum for all Commission and Regional Committee meetings is a majority of elected members at the date of the meeting. A quorum is made up of those members present at the meeting in person, by telephone, by video-conferencing or other means. This quorum will be required when any motion or decision is required.

### 2. Nominations and Election of National Commission and Regional Commission Committees and Election of Commission Office Bearers

- (a) The members of each Commission in each Region shall elect two (2) members of that Commission.
- (b) One of the elected members of the Commission in the Region referred to in clause 2(a) of these Rules shall be a member of the Regional Committee and a member of the National Committee for the Commission.
- (c) The second of the elected members of the Commission in the Region referred to in clause 2(a) of these Rules, shall be a member of the National Committee for that Commission and may also be a member of the Regional Committee.
- (d) For the purposes of clause 2(a) of these Rules, each member shall only vote in that member's primary Commission and members may be nominated only for their primary Commission.

### **3. Procedures for Elections of National Commission Committees**

- (a) Unless otherwise determined by SSSI Board, in accordance with Clauses 29.13 and 29.14 of the SSSI Constitution, elections of office bearers for National Commission Committees shall occur as follows:
  - (i) Unless otherwise determined pursuant to Clause 29.8 of the SSSI Constitution, elections for the Commissions of the Spatial Information and Cartography Commission, the Hydrography Commission and the Engineering and Mining Surveying Commission will be held in odd-numbered years.
  - (ii) Unless otherwise determined pursuant to Clause 29.8 of the SSSI Constitution, elections for the Commissions of the Remote Sensing and Photogrammetry Commission, the Land Surveying Commission and the Young Professionals will be held in even-numbered years.
- (b) At the beginning of August of the year for Commissions according to clause 3(a) of these Rules, the SSSI CEO/General Manager shall request nominations, on the approved form in Appendix A, from Commissions members in all Regions for the election of the two (2) representatives of each Commission referred to in clause 2(a) of these Rules, to serve on their National Commission Committee. One (1) of the two (2) representatives elected will be a member of the Regional Committee. Nominees and proposers must be financial members of SSSI at the time of nomination. This will be a National Office task and will not be undertaken in the Region.
- (c) The National Commission Committee shall be formed in early September of the respective year from the elected representatives referred to in clause 3(b) of these Rules. The newly elected National Commission Committee shall meet on or before 30 September of the respective year for the election of the office bearers to enable the announcement of the new office bearers at the AGM in October.
- (d) Elections for Regional Commission representatives will only be required if there are more candidates than the required number of two (2) nominations per region. If an election is not required the nominated members of each region shall be declared members of the respective National Commission Committee.
- (e) Office Bearers of National Commissions shall comprise:

- (i) Chairperson – elected for a two year period and will be a member of the Commission Advisory Committee to the Board whilst Chairperson
  - (ii) Vice-Chairperson elected yearly for one year
  - (iii) Treasurer
- (f) The Chairperson may be elected for a maximum period of two (2) consecutive terms or four (4) years. A former Chairperson may be re-elected to the position after the expiry of a minimum period of two (2) terms.
- (g) National Commission committees may fill casual vacancies for the Chairperson, Vice-Chairperson from within the nominations.
- (h) It is expected that National Commission Committees shall meet regularly to ensure that the work of the Commission is progressed. Agendas and Minutes of all meetings of the National Commissions shall be made available on the SSSI’s document recording system, currently on <http://sharepoint.sssi.org.au>, within one month of the meeting.

#### **4. Procedures for Election of Regional Commission Committees**

- (a) The decision not to form a Regional Commission Committee shall be made by the Regional Committee after firstly notification and feedback from the relevant regional commission members, secondly from the National Commission and finally after approval of the SSSI Board.
- (b) The Regional Commission Committees shall be formed from the Commission membership of the region.
- (c) A Regional Commission Committee shall comprise at least two (2) and not more than eight (8) members from whom office bearers of Chairperson and Vice-Chairperson shall be elected. Clause 3(f) of these Rules shall apply to the term of office of the Chairperson of the Regional Commission Committee. Nominees and proposers of Regional Commission Committees must be financial members of SSSI at the time of nomination. Regional Commission members shall have the right to elect all nominated members to its Committee.
- (d) The two Regional members elected onto the National Commission Committee referred to in clause 2(a) of these Rules will be members of the Regional Commission Committee if so formed.
- (e) The election of a Regional Commission Committee shall follow the election of the National Commission Committee.
- (f) The Regional Commission Committee shall inform the Regional Committee and the National Commission Committee of its office bearers following election.
- (g) To ensure coordination of activities between the Regional and National Commission Committees and the Regional Committee, the Regional Commission Committee shall maintain regular communications with both the Regional Committee and the National Commission Committee which may be delegated to the National and Regional representatives.

#### **5. Nominations and Election of Regional Committees and Election of Regional Committee Office Bearers**

- (a) The Members of a Region shall elect at least two (2) and not more than ten (10) persons for general positions, in addition to the Commission representative referred to in clause 2(a) of these Rules, and a Young Professional nominee from the Young Professionals Regional Committee, to form the Regional Committee. Where a Region is divided into sub Regions the maximum number ten (10) of general positions will be reduced by the number of Sub Regions where the Sub Region has nominated a member to be on the Regional Committee according to clause 7(f) of these Rules.
- (b) The National Commission representative referred to in clause 2(a) of these Rules being the non-Regional Committee elected member referred to in clause 29.3.2 of the SSSI Constitution is also eligible to be elected to Regional Committee general positions.
- (c) Young Professionals who are SSSI members under the age of 36 are eligible to stand for general positions and all office bearer positions in SSSI.
- (d) Affiliate members may be elected for general positions of Regional Committees, but are not eligible to stand for the SSSI Board.

## **6. Procedures for Regional Committee Elections**

- (a) Unless otherwise determined by SSSI Board, in accordance with Clauses 29.9 and 29.10 of the SSSI Constitution, elections of Regional Committees and office bearers shall occur as follows:
  - (i) Unless otherwise determined pursuant to Clause 29.8 of the SSSI Constitution, elections for the Regions of New South Wales, Western Australia, South Australia, Tasmania will be held in every odd-numbered year.
  - (ii) Unless otherwise determined pursuant to Clause 29.8 of the SSSI Constitution, elections for the regions of Queensland, Victoria, Northern Territory and Australian Capital Territory will be held in every even-numbered year.
- (b) At the beginning of August of the year for Regions according to clause 6(a) of these Rules, nominations, on the approved form in Appendix A, will be sought by the SSSI CEO/General Manager for up to ten (10) general positions referred to in clause 5(a) of these Rules, from members of the Region for the respective SSSI Regional Committees. Nominees and proposers must be financial members of SSSI at the time of nomination. This will be a National Office task and will not be undertaken in the Region.
- (c) The election of the Regional Committees shall be completed by early September of the respective year. The Regional Committees shall meet on or before 30 September for the election of the office bearers to enable the announcement of the new office bearers at the AGM in October of each year.
- (d) Elections for Regional Committees shall only be required if there are more candidates than the required number of nominations. If an election is not required the nominated members will be declared members of the Regional Committees.
- (e) Office Bearers of Regional Committees shall comprise:
  - (i) Chairperson
  - (ii) Vice-Chairperson when appropriate

- (iii) Treasurer
- (f) The Chairperson may be elected for a period of two (2) consecutive terms or four (4) years. A former Chairperson may be re-elected to the position after the expiry of a minimum period of two (2) terms.
- (g) Regional Committees may fill casual vacancies for the Chair or Vice-Chair by co-option.
- (h) It is expected that Regional Committees will meet regularly to ensure that the work of the Institute is progressed in the Region. Minutes of all meetings of the Regional Committees shall be made available on SSSI's document recording system, currently on <http://sharepoint.sssi.org.au>, within one month of the meeting.

## **7. Procedures for Election of Sub-Regional Committees**

- (a) Regions may form Sub-Regions pursuant to Clause 24.2 of the Constitution, with the approval of the SSSI Board.
- (b) The decision to form a Sub-Regional committee in a Region shall be made by the Regional Committee.
- (c) Each Sub-Region may form a committee elected from its regional membership comprising at least two (2) and not more than eight (8) members from whom office bearers of Chairperson and Vice-Chairperson shall be elected. Clause 6(g) of these Rules shall apply to the term of office of the Chairperson of the Sub-Regional Committee. Nominees and proposers for the committee must be financial members of SSSI at the time of nomination. The Sub-Region shall have the right to elect all nominated members to its Committee.
- (d) The election of a Sub-Regional Committee shall follow the same timetable as for the election of the Regional Committee under the management of the Regional Committee.
- (e) The Sub-Regional committee shall inform the Regional Committee of its office bearers following election.
- (f) Each Sub-Region may elect one representative for a general position on the Regional Committee. Should a case exist where the Sub-Region does not require a Regional committee member the Sub Regional representative shall have observer status only on the Regional Committee without voting rights.
- (g) The Sub-Regional and Regional Committees shall maintain regular communications with the Regional Committee to ensure coordination of activities, development of budgets and provision of timely agendas and minutes of region and subregion meeting.

## **8. Removal of Committee Members**

- (a) Members of a National Commission Committee, Regional Commission Committee, Regional Committee or Sub-Regional Committee may move a motion to remove a member of the Committee by a majority of votes of the Committee members at a meeting of that Committee with a quorum, for breaches of the Committee Code of Conduct as described in clause 7.3 of the SSSI Constitution.

- (b) The Chairperson of a Committee proposing a motion to removal a member from the Committee according to clause 8(a) of these Rules, in accordance with clause 7.4 of the SSSI Constitution, the Committee Member must be given at least 21 days' notice of the proposed motion, be given the opportunity to be heard and afforded natural justice at the Committee meeting or if warranted refer the matter to the Complaints Committee Chairperson. If the committee recommendation is removal then Board approval is required unless the Board has delegated certain breaches to the relevant committee.
- (c) A suspended member of a committee according to clause 8(a) of these Rules shall have no rights to attend subsequent meetings.
- (d) The Chairperson of a National Commission Committee, Regional Commission Committee, Regional Committee or Sub-Regional Committee may be removed from the position by a motion at a Committee meeting and 2/3 majority of votes of Committee members at a meeting of that Committee with a quorum for breaches of the Committee Code of Conduct as described in clause 7.3 of the SSSI Constitution. The role of the removed Chair on the Committee shall be referred to Board for a determination.
- (e) In accordance with clause 7.4 of the SSSI Constitution, a Chairperson must be given at least 21 days' notice of the proposed motion to remove him/her according to clause 8(d) of these Rules and must be afforded the opportunity to be heard and afforded natural justice at the Committee meeting or if warranted refer the matter to the Complaints Committee Chairperson. If the committee recommendation is removal then Board approval is required unless the Board has delegated certain breaches to the relevant committee.
- (f) If a dispute occurs between the Region and a Commission of Regional Committee, an attempt to resolve the dispute will made by mediation between the President and the Chairperson of the Committee. If the mediation fails, then the dispute shall be referred to the Chairperson of the Complaints Committee.

## **9. Committee Members – Non-attendance at Committee Meetings**

- (a) The Institute grateful acknowledges the time and commitment that our volunteers make to SSSI. However, without fully functioning Committees it is difficult for the Institute to achieve its strategic and operational objectives.
- (b) In general, Committee Members are expected to attend every Committee Meeting, although it is understood that professional and/or personal obligations may lead to an occasional absence.
- (c) Following a unanimous recommendation by all the other members of a committee, a Member of a National Commission Committee, Regional Commission Committee, Regional Committee or Sub-Regional Committee, having been absent without a valid excuse from three consecutive committee meetings, may be removed by a decision of the Board.
- (d) In accordance with clause 7.4 of the SSSI Constitution, a Committee Member must be given at least 21 days' notice of the proposed motion to remove him/her according to clause 9(c) of these Rules and must be afforded the opportunity to be heard and afforded natural justice at the Board meeting, or if warranted, refer the matter to the Complaints Committee Chairperson.

## **10. Filling of Casual Vacancies**

- (a) The Institute conducts a formal election processes in accordance with Clauses 2, 3, 4, 5, 6 and 7 of these Rules, and in accordance with Clauses 29.9, 29.10, 29.13 and 29.14 of the SSSI Constitution. Members are strongly encouraged to nominate for positions on committees during these election processes.
- (b) It is acknowledged that some committee positions may remain vacant after the completion of the election processes. If this is the case, then existing committee members are fully encouraged to encourage other members to nominate to fill the vacant positions.
- (c) Members wishing to fill casual vacancies are requested to complete the 'Casual vacancy' nomination form included in Attachment B, have their nomination endorsed by two other financial members, and send their nomination form to the General Manager in the National Office.

#### **11. Committee Members - Code of Conduct**

- (a) Members of all Regional Management Committees will be required to read, acknowledge and abide by the code of conduct provided in Attachment C.
- (b) Members of all Commission Management Committees will be required to read, acknowledge and abide by the code of conduct provided in Attachment D.

#### **12. General**

- (a) No Regional or Commission Rule may contravene the SSSI Constitution.
- (b) Specific Regional and Commission Rules must be approved by the SSSI Board before they can be implemented.



# Attachment A - Nomination Form for SSSI Office Bearers (Year)

I (*Proposer*) .....Signature .....

Commission: ..... Region: .....

Nominate : ..... for the position(s) of:  
*(Please print nominee's name in full – if known.)*

.....

## SSSI Regional Committee: *(up to ten allowed per region subject to each regional rules)*

General Position as an SSSI Regional Committee Member of

Region: Qld WA NSW SA Vic ACT Tas NT

.....

## SSSI Commission Committee

Select one only. – must be nominated candidates in their Primary Commission

### Land Surveying Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Remote Sensing & Photogrammetry Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Spatial Information & Cartography Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Engineering & Mining Surveying Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Hydrography Commission:

Institute National Commission Representative  
National & Regional Commission Representative

In the following Region

Region: QLD NSW ACT VIC TAS SA WA NT

.....

## SSSI Young Professional Committee

In the following Region

Region: QLD NSW ACT VIC TAS SA WA NT

.....

## SSSI Young Professional National Committee Chair

.....

## SSSI Student Representative

**SSSI Student Representative** (observer at SSSI meetings.)

In the following Region

**Region:**            QLD NSW ACT VIC TAS SA WA NT

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**Signature of person accepting nomination(s):** .....

**Commission:** ..... **Region:** .....

**Please return this completed Nomination Form by post, email or Fax directly to:**

Chief Executive Officer/ General Manager  
Surveying and Spatial Sciences Institute Ltd  
PO Box 307 DEAKIN WEST ACT 2600  
Tel: 02 6282 2282 Fax: 02 6282 2576 Int Fax: +61 2 6282 2576  
AUSTRALIA  
Email: [generalmanager@ssi.org.au](mailto:generalmanager@ssi.org.au)

# Attachment B - Casual Vacancy - Nomination Form for SSSI Office Bearers (Year)

I (*Proposer*) .....Signature .....

Commission: ..... Region: .....

Nominate : ..... for the position(s) of:  
*(Please print nominee's name in full – if known.)*

.....

## SSSI Regional Committee: *(up to ten allowed per region subject to each regional rules)*

General Position as an SSSI Regional Committee Member of

Region: Qld WA NSW SA Vic ACT Tas NT

.....

.....

## SSSI Commission Committee

Select one only. – must be nominated candidates in their Primary Commission

### Land Surveying Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Remote Sensing & Photogrammetry Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Spatial Information & Cartography Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Engineering & Mining Surveying Commission:

Institute National Commission Representative  
National & Regional Commission Representative

### Hydrography Commission:

Institute National Commission Representative  
National & Regional Commission Representative

In the following Region

Region: QLD NSW ACT VIC TAS SA WA NT

.....

## SSSI Young Professional Committee

In the following Region

Region: QLD NSW ACT VIC TAS SA WA NT

.....  
**SSSI Young Professional National Committee Chair**  
.....

**SSSI Student Representative**

**SSSI Student Representative** (observer at SSSI meetings)

In the following Region

**Region:**            QLD NSW ACT VIC TAS SA WA NT

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**Signature of person accepting nomination(s):** .....

**Commission:** ..... **Region:** .....

**Please return this completed Nomination Form by post, email or Fax directly to:**

Chief Executive Officer/ General Manager  
Surveying and Spatial Sciences Institute Ltd  
PO Box 307 DEAKIN WEST ACT 2600  
Tel: 02 6282 2282 Fax: 02 6282 2576 Int Fax: +61 2 6282 2576  
AUSTRALIA  
Email: [generalmanager@sssi.org.au](mailto:generalmanager@sssi.org.au)

# Attachment C - Code of Conduct for SSSI Regional Committee Members

## Introduction

These rules are made by the Board of the Surveying and Spatial Sciences Institute Limited (**'the Institute'**) pursuant to clause 24.6 of the Constitution. These rules apply to each member of a Regional Committee (**'Regional Committee Member'**).

The Institute, and each member of the Institute, expects that Regional Committee Members will observe the highest possible standards of ethical conduct in the performance of their duties and roles.

## Specific requirements of Regional Committee Members

Each Regional Committee Member:

1. must exercise their powers and discharge their duties in good faith in the best interests of the Institute; and for a proper purpose.
2. must not improperly use their position to gain an advantage for themselves another individual or other legal entity; or cause detriment to the Institute.
3. who obtains information because they are, or have been, a Regional Committee Member must not improperly use the information to gain an advantage for themselves or someone else; or cause detriment to the Institute. This duty continues after the person stops being a Regional Committee Member, officer or member of the Institute.
4. who obtains information because they are, or have been, a Regional Committee Member must not disclose that information unless such disclosure is authorised by the relevant Regional Committee or necessary to perform his or her legal obligations as a Regional Committee Member.
5. must ensure that, in fulfilling their role as a Regional Committee Member they are not reckless or intentionally dishonest.
6. must exercise their powers and discharge their duties with the degree of care and diligence that a reasonable person would exercise if they were a Regional Committee Member in the members' circumstances; and occupied the position held by, and had the same responsibilities within the Institute as, the Regional Committee Member 'the Business Judgment Rule'.
7. must make any judgment or decision in performing their duties as a Regional Committee Member in good faith and for a proper purpose, in circumstances where they do not have a material personal interest in the subject matter of the decision or judgment, in circumstances where they have informed themselves about the subject matter of the judgment to the extent they reasonably believe to be appropriate and rationally believe that the decision is in the best interest of the Institute.
8. must inform the relevant Regional Committee and the Board, and give notice in writing, if he or she has a material personal interest in a matter that relates to the affairs of the Institute.
9. support and work with the Board and other Office Bearers and staff collaboratively to achieve SSSI's goals and objectives, and support the Strategic Plan.

10. keep informed about matters relevant to the Institute, comply with the Institutes' current Codes of Conduct, policies and procedures.
11. contribute positively and actively to the Regional Committee to which they are appointed, using resources of the Institute effectively, efficiently and for a proper purpose.
12. make decisions and set goals consultatively and collectively, based on relevant information, with proper analysis and management of risk.
13. listen to others and communicate in an impartial, helpful and positive way, and treat all members of the Committee, members of SSSI, other office bearers and staff equitably and with respect, trust and courtesy without discrimination, harassment or inappropriate behaviour.
14. not make public statements or representations or act on behalf of the relevant Regional Committee or the Institute without authority.
15. comply with any lawful and reasonable direction given by a Regional Committee Member, staff member, or director of the Institute who has authority to give such a direction.
16. abide by the Suspension and Removal of Office bearers procedures and rules as set out in the Clause 8 of the Institute's **RULES FOR OPERATIONS OF SSSI COMMISSIONS AND REGIONS (Policy No 2015/01)** (Updated April 2017).

I \_\_\_\_\_ have read and understand this Code of Conduct. I undertake to adhere to and be bound by its provisions.

\_\_\_\_\_  
signature

\_\_\_\_\_  
date

# Attachment D - Code of Conduct for SSSI Commission Committee Members

## Introduction

These rules are made by the Board of the Surveying and Spatial Sciences Institute Limited (**'the Institute'**) pursuant to clauses 25.3 and 33.1 of the Constitution. These rules apply to each member of a Commission Committee (**'Commission Committee Member'**).

The Institute, and each member of the Institute, expects that Commission Committee Members will observe the highest possible standards of ethical conduct in the performance of their duties and roles.

## Specific requirements of Commission Committee Members

Each Commission Committee Member:

1. must exercise their powers and discharge their duties in good faith in the best interests of the Institute; and for a proper purpose.
2. must not improperly use their position to gain an advantage for themselves or someone else; or cause detriment to the Institute.
3. who obtains information because they are, or have been, a Commission Committee Member must not improperly use the information to gain an advantage for themselves or someone else; or cause detriment to the Institute. This duty continues after the person stops being a Commission Committee Member, officer or member of the Institute.
4. who obtains information because they are, or have been, a Commission Committee Member must not disclose that information unless such disclosure is authorised by the relevant Commission Committee or necessary to perform his or her obligations as a Commission Committee Member.
5. must ensure that, in fulfilling their role as a Commission Committee Member they are not reckless or intentionally dishonest.
6. must exercise their powers and discharge their duties with the degree of care and diligence that a reasonable person would exercise if they were a Commission Committee Member in the members' circumstances; and occupied the position held by, and had the same responsibilities within the Institute as, the Commission Committee Member 'the Business Judgment Rule'.
7. must make any judgment or decision in performing their duties as a Commission Committee Member in good faith and for a proper purpose, in circumstances where they do not have a material personal interest in the subject matter of the decision or judgment, in circumstances where they have informed themselves about the subject matter of the judgment to the extent they reasonably believe to be appropriate and rationally believe that the decision is in the best interest of the Institute.
8. must inform the relevant Commission Committee and the Board, and give notice in writing, if he or she has a material personal interest in a matter that relates to the affairs of the Institute.

9. support and work with the Board and other Office Bearers and staff collaboratively to achieve SSSI's goals and objectives, and support the Strategic Plan.
10. keep informed about matters relevant to the Institute, comply with the Institutes' current Codes of Conduct, policies and procedures.
11. contribute positively and actively to the Commission Committee to which they are appointed, using resources of the Institute effectively, efficiently and for a proper purpose.
12. make decisions and set goals consultatively and collectively, based on relevant information, with proper analysis and management of risk.
13. listen to others and communicate in an impartial, helpful and positive way, and treat all members of the Committee, members of SSSI, other office bearers and staff equitably and with respect, trust and courtesy without discrimination, harassment or inappropriate behaviour.
14. not make public statements or representations or act on behalf of the relevant Commission Committee or the Institute without authority.
15. comply with any lawful and reasonable direction given by a Commission Committee Member, staff member, or director of the Institute who has authority to give such a direction.
16. abide by the Suspension and Removal of Office bearers procedures and rules as set out in the Clause 8 of the Institute's **RULES FOR OPERATIONS OF SSSI COMMISSIONS AND REGIONS (Policy No 2015/01)** (Updated April 2017).

I \_\_\_\_\_ have read and understand this Code of Conduct. I undertake to adhere to and be bound by its provisions.

\_\_\_\_\_  
signature

\_\_\_\_\_  
date