

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