



# Kingborough Lions United Football Club

## Quality Management System: QMS-005-R01

### KL UFC Committee Code of Conduct

#### Purpose

The purpose of this policy is to set out the standards of behaviour expected of Committee Members. In agreeing to be part of the Committee, each member must also agree to adhere to these codes at all times.

#### Policy

All Committee Members must

1. Be diligent in their role
2. Attend Committee meetings or forward their apology prior to the meeting
3. Treat all people associated with the Club, including members, volunteers, partners, external stakeholders, and other Committee Members with respect
4. Always consider the welfare of the Club's members above on field success
5. Attend to their fiduciary responsibility and make decisions based on what is best for the Club, not for individual interest or gain
6. Not take advantage of their position on the Committee in any way
7. Declare any Conflicts of Interest as they arrive and act to ensure that these conflicts do not pose a risk to the organisation
8. Be open to feedback from members and respond appropriately
9. Be honest at all times
10. Act as a positive role model with respect to good sporting behaviour
11. Refrain from smoking and excessive use of alcohol at the Club
12. Adhere to the policies and procedures established by the Club
13. Adhere to the legislative requirements of the Club
14. Respect the equipment and resources of the Club and only use these in Club related business
15. Not receive gifts that result in personal financial benefit

- 16. Always look for opportunities for improved performance of the Club operations and Committee functions
- 17. Always represent the Club in a professional manner
- 18. Not speak to the media about any aspect of the Club that could damage the Club or its reputation.

Note: The Committee Member Codes of Conduct should reflect agreed expectations of Committee Members. This document should be reviewed on a regular basis prior to an AGM and should take into account the members' expectations also.

## Document Summary

<b>Document ID</b>	QMS-005-R01
<b>Document Title</b>	KLUFC Committee Code of Conduct
<b>Revision/Last Revised</b>	2019
<b>Revision Approval Date</b>	
<b>Attached Documents</b>	-
<b>Related Documents</b>	-
<b>Distribution</b>	Board, Sub Committees, Members
<b>Review Date</b>	Annual