

CODE OF CONDUCT FOR TRUSTEES

Introduction

The purpose of this document is to provide a model code of conduct for the FIA Foundation's trustees. This model aims to capture good practice. As such it should be used as a guide rather than a definitive code.

Selflessness

Trustees of the FIA Foundation have a general duty to act in the best interests of the FIA Foundation as a whole. They should not do so in order to gain financial or other material benefits for themselves, their family, friends or any organisation they come from or represent.

Integrity

FIA Foundation's trustees should:

- respect the FIA Foundation's requirements under UK charity and company law including the Bribery Act 2010;
- not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their roles;
- avoid any appearance of improper behaviour, as well as avoiding actual impropriety; and
- avoid accepting gifts and hospitality that might reasonably be thought to influence their judgement.

Objectivity

In carrying out their role, including making appointments (including trustee appointments), awarding grants, recommending individuals for rewards and benefits or transacting other business, the FIA Foundation's trustees should ensure that decisions are made solely on merit.

Accountability

FIA Foundation trustees:

- have a duty to comply with the law on all occasions in accordance with the trust placed in them and in such a way as to preserve stakeholder confidence in the FIA Foundation; and
- are accountable for their decisions and actions to all stakeholders. They must submit themselves to what scrutiny is appropriate to their role.

Openness

FIA Foundation trustees:

- should ensure that confidential material is handled in accordance with due care; and
- should be as open as possible about their decisions and action that they take. They should give reasons for their decisions and restrict information only when the wider interest clearly demands.

Honesty

FIA Foundation trustees:

- have a duty to declare any interests relating to their trustee role and to take steps to resolve any conflicts that may arise. Where private interests of a trustee conflict with their trustee duties, they must resolve this conflict in favour of the trustee role; and
- must make relevant declarations of interest in the different circumstances and roles they play both within and without the FIA Foundation.

Leadership

FIA Foundation trustees:

- should promote and support the principles of leadership by example; and
- must respect the role of the Executive Director.

Updated following October 2012 Board of Trustees meeting and in January 2018