

## Code of Conduct for ACL Council Members

Members of Council are expected to uphold the seven principles of Public Life:

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

These are attached as Appendix 1.

Specifically, members of Council must adhere to the code of conduct for Members of Council (Member) as follows:

- Members must at all times ensure that their activities are directed toward the fulfilment of the ACL's mission statement, its members and the interests of its public.
- Members must ensure that the funds of the ACL are properly applied to the furtherance of the purpose of the ACL.
- Members must not make use of information acquired solely by virtue of their for personal gain, whether financial or non-financial.
- Members must not use their position to promote their personal, professional or business interests.
- Members of Council must declare any real or potential conflict of interest with regard to any matter brought before Council or discussed during an ACL meeting, viz:  

If the Chairman of a meeting decides at any time that a Member has a real, perceived or potential conflict of interest, the Member will not participate in the discussion, and will leave the meeting for the topic under consideration.
- Members must ensure, when speaking in their capacity as such at any meetings of the ACL, its committees or outside, that they declare any personal or business interests relevant to the matter in hand.
- Members must respect the confidentiality of information acquired by them solely by virtue of their position
- Members must not use their position to seek to influence the conduct of any aspect of the Council's business for the benefit of any individual, body corporate or other association other than for the benefit of the profession as a whole.

- Members must avoid any conduct that impairs the ability of the Council to perform its functions or to enjoy the confidence of the membership, ACL staff, the profession or government.
- Members must ensure that prompt and effective action is taken through appropriate channels to investigate any allegation of maladministration within the ACL reported to them.
- Members should support in public the policies of the ACL Council. Where a Member feels compelled publicly to oppose an ACL policy, the Council should be informed in advance. The Member may then express his or her personal views on the matter but, in so doing, must first explain the Council policy and the reasons for the Council's decision. Members must in any case avoid any action that would undermine confidence in the competence of the Council and its members or in the Council's decision-making process.
- Members must take action to be familiar with the governing documents of the ACL so that they may act in an informed capacity.
- Members will submit for reimbursement only those expenses that are reasonable, justifiable, legitimate, and in accordance with the ACL's Expense Policy.
- Members must not accept personal gifts, favours or benefits, except those of a nominal value, from any business associate or company, offered because of their position with the ACL.
- Members will not use their position as a Member of Council to suggest to any ACL employee any entitlement to, or expectation of, any special treatment beyond that accorded to the broad membership of the ACL.