

**GOOD PRACTICE GUIDE
PART 2**

ETHICS POLICY

1. INTRODUCTION

- 1.1 The purpose of this Ethics Policy is to develop and maintain a culture of openness, trust and integrity in all Volleyball England's ("the **Organisation**") practises. Effective ethics is a 'team effort' involving the participation and support of every one of the Organisation's employees, Board members, volunteers and other organisations we work alongside to deliver the Organisation's projects and programmes.
- 1.2 The Organisation is committed to protecting its employees, participants, members, volunteers, partners and suppliers from illegal or damaging actions by individuals or groups working for or with the Organisation, either knowingly, or unknowingly.
- 1.3 The Organisation will not tolerate any wrongdoing or impropriety at any time. It will take the appropriate measures and act quickly where the 'ethical code' is broken.

2. BOARD COMMITMENTS

- 2.1 The Board commits to:
 - 2.1.1. Ensure that integrity underpins the Organisation's activities.
 - 2.1.2. Comply with the Conflicts of Interest Policy and relevant Code of Conduct.
 - 2.1.3. Demonstrate the highest standards of personal integrity, truthfulness and honesty in all activities, in order to inspire confidence and trust.
 - 2.1.4. Have an open-door policy and welcome suggestions and concerns from all employees, participants, members, volunteers and partners.
 - 2.1.5. Keep the Organisation's members informed about issues affecting them.
 - 2.1.6. Respect and protect privileged information to which they have access in the course of their official duties.

3. EMPLOYEES COMMITMENTS

- 3.1 The Organisation's employees will:
 - 3.1.1. Recognise that the overarching function of the Organisation, at all times, is to serve the best interests of its members and they will do this with respect, integrity concern, courtesy and responsiveness.

- 3.1.2. Disclose any conflicts of interests regarding their positions and comply with the relevant Code of Conduct.
- 3.1.3. Engage in carrying out the Organisation's mission in a professional manner and in line with the Organisation's core values.
- 3.1.4. Treat everyone fairly and with mutual respect.
- 3.1.5. Promote a team environment and they will avoid the intent and appearance of unethical or compromising practises.
- 3.1.6. Respect the structure and responsibilities of the different management teams and they will provide them with facts and advice as a basis for decision and policy making and uphold and implement decisions and policies adopted by the management teams.
- 3.1.7. Demonstrate the highest standards of personal integrity, truthfulness and honesty in all activities in order to inspire confidence and trust in all activities, both internally and externally.
- 3.1.8. Respect and protect privileged information to which they have access, in the course of their official duties.
- 3.1.9. Strive for personal and professional excellence, managing their own professional development and encouraging that of others.
- 3.1.10. Conduct themselves, at all times with professional competence, fairness and impartiality.
- 3.1.11. Hold paramount the safety, health and welfare of the Organisation's members, participants and the public in the performance of professional duties.
- 3.1.12. Collaborate with and support others in carrying out the Organisation's mission.
- 3.1.13. Keep the members informed about issues affecting them.

4. GOVERNANCE AND REVIEW

- 4.1 Should an employee, participant, member, volunteer or partner organisation be in any doubt about a relevant course of action, require clarification on a particular issue, or want to report a potential breach of the Organisation's ethical code, they should report directly to their line manager, a member of the Senior Management Team or a member of the Board.
- 4.2 The issue will then be dealt with as quickly and efficiently as possible and guided by the Organisation's policies and procedures, mission and values.