

Code of Conduct

Adopted 5 October 2015

This document should be read aloud and signed in the presence of at least two other Board members and Head of Secretariat

Board members will:

- 1. Know and support the Mission of the Global Alliance of NGOs for Road Safety (the Alliance).
- 2. Demonstrate an earnest desire to serve the Alliance and its members.
- 3. Attend all regular Board meetings and special Board events.
- 4. Respond to email correspondence (member approvals, and other), be prepared and informed concerning the issues to be considered at calls and meetings and stay on task. Give sufficient advance notice/apologies to the Board Chair/Head of Secretariat if unable to respond to correspondence or attend meetings.
- 5. Respect the confidentiality of privileged information which comes before the Board.
- 6. Support the Head of Secretariat and demonstrate that support within the community.
- 7. Respect the authority of the Head of Secretariat to implement the policies of the Board.
- 8. Treat other Board members, as well as the Head of Secretariat and other staff with respect and consideration.
- Recognize that authority rests with the Board as a whole, not with individual Board members.
- 10. Avoid any conflict of interest and be open about potential conflicts of interest.
- 11. Raise issues of importance in advance of meetings/calls so as to avoid surprises.
- 12. Consider all viewpoints and actively listen to the opinions of other Board members before making final decisions.
- 13. Participate in the consideration of all matters before the Board.
- 14. Take decisions based on the facts, on what is best for the Alliance as a whole, instead of for individuals or special interest groups.
- 15. Support Board decisions publicly, the Board of Directors speaks with one voice.
- 16. Follow the Alliance's guidelines for dealing with complaints from community members.
- 17. Respect the correct lines of communication on matters related to the Board and its work.

By signing below, I agree to abide by the Code of Conduct listed above.

MATTICA E. OTTOS

Signature (and print name)