



**GCSG Board of Directors, Executive Committee, Conference Committee and Ad-Hoc Member(s) Code of Ethics**

The GCSG Code of Ethics was updated by the Board of Directors on 25 May 2016.

*A code of ethics is a set of principles to guide our decision-making and activities, as well as the behavior of our Board of Directors, Executive Committee, Conference Committee and Ad-Hoc member(s). The purpose of adopting a code is to provide Board of Directors, Executive Committee, Conference Committee and Ad-Hoc member(s) with guidelines for making ethical choices in the conduct of volunteer work on behalf of the GCSG.*

**As a GCSG Director, Executive Committee, Conference Committee or Ad-Hoc member, I will:**

1. Listen carefully to my colleagues.
2. Respect the opinion of all members of the organization.
3. Respect and support the decisions of the Board, Executive Committee and Conference Committee.
4. Participate actively in Board and Committee meetings.
5. Always hold the mission, vision and values of the GCSG as my priority, including during all participation in discussions and voting matters.
6. Conduct the business affairs of the GCSG in good faith, with honesty, integrity, and due diligence.
7. Contribute any suggestions of ways to improve the GCSG's policies, standards, practices or ethics.
8. Bring to the attention of the Board or Committees any issues that I believe will have a detrimental effect on the GCSG.
9. Declare any conflict of interest, be it real, perceived, apparent or potential.
10. Protect the organization's information closely and will not release or share confidential information without permission of the Board.
11. Refuse to be influenced by special interest or partisan groups or use the GCSG for personal gain.
12. Refer complaints to the proper level within the organization.
13. Do my best to ensure that the GCSG is well maintained, financially secure and operating in the best interest of its members.
14. Share information, which the organization can use to develop improved policies and strategies.

15. Respond to the needs of the GCSG members in a timely, responsible, respectful, and professional manner.
16. Always work to learn how to better perform my role.
17. Always remember the Organization is not-for-profit and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.
18. Represent the GCSG informally and formally to other associations, societies, government and business representatives. I recognize that it is important that I represent the GCSG in such a way as to leave others with a positive impression of the organization. In my duties I will preserve and enhance the good reputation of the organization and will avoid behavior, which might damage its reputation and image.

**As a GCSG Director, Executive Committee, Conference Committee or Ad-Hoc member, I will not:**

1. Discuss confidential proceedings outside of Board or Committee meetings.
2. Criticize my fellow colleagues or their opinions in a demeaning or destructive manner.
3. Use the GCSG for personal financial gain.
4. Accept raffle drawing prizes during GCSG conferences to ensure that reality and perception are aligned regarding our unbiased raffle drawings.
5. Disclose how I will vote on any issue before a meeting.
6. Misuse GCSG property or resources.

**Code of Ethics Enforcement**

The Chairman of the Board of Directors is ultimately responsible for immediate interpretation, application and enforcement of the GCSG Code of Ethics policy. The Chairman, or any board members, shall receive, and/or make all complaints concerning a possible Code of Ethics violation, in writing.

I have read, understand and accept the GCSG Code of Ethics

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Signature

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Date

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Printed Name