

# Directors Code of Conduct



I, (name).....

1. Acknowledge my fiduciary duty (duty of trust and loyalty) to Tennis NT represented by its members as a whole, its Stakeholders (both legal and moral), and creditors of Tennis NT and employees.
2. Acknowledge my duty to act in good faith and in the best interest of the organisation as a whole.
3. Acknowledge my duty to act with care and diligence.
4. Undertake to disclose all perceived, possible and actual Conflicts of Interest and submit myself to the directions of the President in dealings with such Conflicts of Interest. Matters of Conflict of Interest or potential Conflict of Interest involving the President shall be referred to the Board of Directors
5. Undertake to study and understand all financial reports of the organisation and accept that ignorance is no excuse in relation to responsibility for the financial standing of the organisation.
6. Will endeavour to attend all meetings as scheduled or called by the President subject to constraints imposed by my other commitments.
7. Will, if unable to attend any meeting, discuss the subject matters of the meeting with the President, another Director or the Manager so that my considerations and opinions can be voiced at the meeting.
8. Will prepare myself fully for each and every meeting by studying the papers distributed and asking questions of the Manager and others, as necessary, so that the process of the Board Meeting is one of taking resolutions after limited discussion not one of research and investigation.
9. Will commit myself to serve on committees and discharge duties in a timely and efficient manner.
10. Will not deal solely with any operational activity and acknowledge that, in all cases, the conduct and output of operational activities of the organisation will be through staff Coordinators and the Manager.
11. Will, in dealings with each and every staff member, treat them courteously and offer help and constructive comment within my areas of knowledge.
12. Will, at all times, consider myself an Ambassador of Tennis NT and conduct myself so as to never bring disgrace to or cause adverse comment to be directed at Tennis NT.
13. Will uphold confidentiality of discussions at Board meetings.
14. Will support all Board decisions, regardless of one's own personal view.
15. Will uphold and comply with policies of Tennis NT and Tennis Australia.
16. Will comply with the Australian Institute of Company Directors Code of Conduct

I, (name) ..... **being a member of the Board of Tennis NT confirm that I have read and understood the above points together with the contents of the Australian Institute of Company Directors Code of Conduct and hereby undertake to Tennis NT and my fellow Directors that I will discharge my responsibilities as a Director of Tennis NT in accordance with this Code of Conduct.**

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[Director's Signature]

Date