

# CODE OF ETHICS



**For volunteers, staff, directors, voting members, and  
members of the Paws for Hope Animal Foundation.**

**Approved: April 23, 2017**

# 1. INTRODUCTION

The Code is an ethical guide for day-to-day, interactions and decision-making for those who conduct the business and affairs of Paws for Hope. The Code of Ethics reflects the core values of Paws for Hope Animal Foundation.

The provisions of this Code are intended to complement and enhance in a consistent manner, the requirements that arise at law and in the By-laws of Paws for Hope.

The Code of Ethics replaces the *Directors' Code of Conduct* and *Policy of Conflict of Interest* document.

# 2. SCOPE

The Code of Ethics applies to employees, volunteers (including the Board of Directors), voting members, and network partners.

# 3. VALUES

The Code of Ethics is guided by the following values:

We believe in **HONESTY**, therefore we will be transparent and accountable to our donors and the communities we serve.

We believe in **LEADERSHIP**, therefore we will use promising and best practices to be agents of change in animal welfare.

We believe in **COMMUNITY MINDEDNESS**, therefore we will foster an environment of trust and collaboration by nurturing relationships.

We believe in **COMPASSION**, therefore we will exhibit empathy and kindness towards people and animals.

We believe in **ADVOCACY**, therefore we will commit to speaking on behalf of all companion animals and promote the human-animal bond.

# 4. PRACTICAL GUIDELINES

## 4.1 ETHICAL BEHAVIOUR TOWARD ANIMALS

We will act at all times in accordance with the *Prevention of Cruelty to Animals Act* and the Five Freedoms.

## **4.2 INTERNAL AND EXTERNAL RELATIONS**

We will treat each other with respect and dignity.

We will be independent and partial, and not be influenced by self-interest, outside pressure, expectation of reward or fear of criticism

We will act with honesty and integrity and conduct ourselves in a manner consistent with the nature and responsibilities and the maintenance of public confidence in the conduct of business

Know and respect our individual roles within the organization

## **4.3 CONFLICT OF INTEREST**

These Conflict of Interest Guidelines are intended to ensure the highest standards and maintenance of the integrity of all individuals acting on behalf of Paws for Hope

We shall act at all times in the best interests of Paws for Hope rather than in the interests of particular constituencies. This means putting the interests of Paws for Hope ahead of any personal interests or interests of any other person or entity.

A conflict of interest refers to situations in which personal, occupational or financial considerations may affect or appear to affect, our objectivity, judgment or ability to act in the best interests of Paws for Hope.

A conflict of interest may be real, potential, or perceived in nature.

Full disclosure, in itself, does not remove a conflict of interest.

## **4.4 ACCOUNTABILITY**

We will be accountable for the decisions we make and the actions we take. We will be responsible stewards of Paws for Hope's assets, including ensuring the appropriate use of funds and accountability to donors.

Please refer to the Gift Acceptance Policy.

## **4.5 COMMUNICATION AND CONFIDENTIALITY**

We will be effective representatives in all of our communications to ensure that Paws for Hope presents and maintains a positive public image. We will speak on behalf of Paws for Hope only if we have the authority to do so.

We will respect the principle of confidentiality.