



San Antonio RoadRunners

PO Box 12474

San Antonio, TX 78212

SARR Policy 20-02

Feb 13, 2020

Ethics and Confidentiality Policy

San Antonio RoadRunners (SARR) Board and Volunteers must:

- Be honest and ethical in their conduct, including ethical handling of actual or apparent conflicts of interest between personal and professional relationships that may benefit an individual at the expense of SARR. (SARR has a Conflict of Interest Policy that all Board members are required to sign and comply with.) Any new conflicts should be reported.
- Collaborate with and support other professionals in carrying out SARR's mission.
- Comply with applicable laws, rules, regulations, and policies governing the organization.
- Deal fairly with SARR members, volunteers, sponsors, and Board Members – expectations should be clearly outlined and communicated.
- Address conflicts that arise proactively and professionally and adhere to the Board-approved Whistleblower Policy.
- Provide information that is accurate, objective, relevant, timely, and understandable. Proactively promote ethical behavior as a responsible partner among peers.
- Protect and ensure the proper use of Club assets.
- Prohibit improper or fraudulent influence over external auditors.

CONFIDENTIALITY

Matters discussed in an executive session (Roundtable) of the Board shall not be disclosed to others. Further, any confidential information belonging to, or obtained through their affiliation with SARR to any person, including their relatives, friends, and business and professional associates, unless SARR has authorized disclosure. This policy is not intended to prevent disclosure where disclosure is required by law.

Matters discussed in open session that are determined by the Board to be confidential, proprietary, sensitive, or valuable may only be disclosed to others when authorized by the SARR President. Documents marked confidential and/or "for internal use only" shall not be given to unauthorized persons.

A Board member may not agree with the outcome of every decision made by the Board as a whole. In such cases, the member may express his/her personal views on the issue. This should

be balanced with acknowledgement that the outcome is the decision of the Board and is accepted by the member.

At the end of a Board Member's term, he or she shall return all documents, papers, and other materials that may contain confidential information.

I, _____ have received a copy of the SARR Code of Ethics Policy.

Signed

Date



SCOTT PEACOCK

President

San Antonio RoadRunners