

FOGM Prison

Charity Number 1168102

Trustees Code of Conduct

FOGM Prison (FOGM) is committed to ensuring all trustees and volunteers operate in-line with current laws and charity commission guidelines

The policy's purpose is to:

- I will act within the governing document of FOGM and abide by the policies and procedures of the organisation.
- I will not break the law or go against charity regulations in any aspect of my role of trustee.
- I will support the objects and mission of FOGM and act as their guardian and champion.
- I will develop and maintain an up-to-date knowledge of FOGM and its environment
- I will declare any conflict of interest, or any circumstance that might be viewed by others as a conflict of interest, as soon as it arises.
- I will not make public comments about the organisation unless authorised to do so.
- I will respect organisational, board and individual confidentiality.
- I will not personally gain materially or financially from my role as trustee, unless specifically authorised to do so, nor will I permit others to do so as a result of my actions or negligence.
- I will use organisational resources responsibly. I will document expenses and seek reimbursement according to procedure.
- I will not accept gifts or hospitality without the prior consent of the chair.
- I accept my responsibility to ensure that FOGM is well run and will raise issues and questions in an appropriate and sensitive way to ensure that this is the case.
- I will strive to attend all board meetings, giving apologies ahead of time to the chair if unable to attend.
- I will honour the authority of the chair and respect his or her role as meeting leader.
- I will accept a majority board vote on an issue as decisive and final.
- I will maintain confidentiality about what goes on in the boardroom unless authorised by the chair or board to speak of it.
- I will participate in induction, training and development activities for trustees.
- I will continually seek ways to improve board governance practice.

- I will strive to identify good candidates for trusteeship and appoint new trustees based on merit.
- I understand that substantial breach of any part of this code may result in my removal from the trustee board.
- Should procedures be put in motion that may result in my being asked to resign from the board, I will be given the opportunity to be heard. In the event that I am asked to resign from the board, I will accept the majority decision of the board and resign at the earliest opportunity.
- Should I resign from the board I will inform the chair in advance in writing, stating my reasons for resigning. Additionally, I will participate in an exit interview