The International Society for Condensed Matter Nuclear Science

Code of Conduct for Committee Members

The purpose of this code of conduct is to provide Committee Members with clear guidelines as to their standard of behaviour, responsibilities, and best practice in fulfilling their obligations to ISCMNS.

This document should be read in conjunction with the any job description and the conflicts of interest policy, prior to completing the Society’s register of interests.

Committee Members must have a good understanding of, be sympathetic with the aims and objects of the Society, and act in accordance with the governing documents at all times.

Committee Members must act and make decisions in the best interests of the Society, present and future members. Where professional assistance is required for the Committee Members to be able to make the most appropriate decision affecting the Society, that assistance should be sought and considered carefully.

Committee Members must not receive any financial or non-financial benefit that is not explicitly authorised by the governing document(s).

Committee Members should not exert any influence to garner any preferential treatment for themselves or their family (refer to conflict of interest policy).

Members of the Executive Committee are jointly and severally liable for their decisions. Decisions should be taken together and communicated, as appropriate in a unified manner.

Committee Members are accountable to members for their actions and as such, decision-making and governance issues should be as transparent as possible, except for when confidentiality is required.

Committee Members should be prepared to spend an appropriate amount of time reading papers and preparing for board meetings. A minimum attendance of 75% meetings (mainly on-line) is required of Committee Members to ensure that best practice in governance is reached and maintained.

Should an Officer feel that they require further guidance or training in their role, they have a duty to inform the Society secretary and actively develop aspects for new training on an individual or group basis.

Any information of a confidential nature must remain so outside the confines of the committee meeting.

At the request of the Executive Committee, a committee member shall provide information to complete the Society's Register of Interests.

Freely adapted from ICSA Model Code of Conduct for Charity Trustees 20921.