

**March 2024**

**NFU Scotland Member Code of Conduct**

NFU Scotland (NFUS) Member Code of Conduct is a policy that outlines the principles and standards that all Board of Directors, Committee members, and those attending meetings and events should follow. NFU Scotland is a modern, forward-looking organisation and will not tolerate any form of discrimination including sexist, racist or homophobic. As such, this Code is an essential means to promote positive behaviour across all our business.

The Code has been produced to ensure those involved in Union business meets high standards of professionalism and behaviour. It is structured in a series of principles that elected members and others involved in Union business are expected to follow. By doing so, elected directors and committee members, and all others involved in Union business, demonstrate a willingness to apply high standards in their conduct, behaviour and actions.

These standards are aligned to NFU Scotland values:

<b>Respectful</b>	I am expected to treat everybody with dignity and professionalism
<b>Helpful</b>	I provide help and assistance that goes the extra mile
<b>Honest</b>	I am transparent, trustworthy and earn the respect of colleagues and members
<b>Ambitious</b>	I look to improve on existing practices and prepared to take risks in what I do
<b>Team Player</b>	I collaborate and work well with others

**Members are expected to:**

**General**

- Understand their role and duties as an elected member and/or as a meeting/event attendee
- Represent and interact with members fairly
- Understand the differing needs and expectations of members and endeavour to take account of them when making decisions
- Promote an inclusive and diverse approach to board and committee composition and business practice

**Integrity**

- Uphold the values of NFUS
- Act honestly, in good faith and in the best interest of the organisation

- Be open and transparent in respect of any personal interests and activities
- Avoid conflicts of interest wherever possible and, if this is not possible, make full and prior disclosure of any conflict or potential conflict
- Recognise that resignation or dismissal from the board or committee may sometimes be the ultimate consequence of sustained disagreement on a matter
- Adhere to collective responsibility for agreed board and committee decisions

### **Confidentiality**

- Not to disclose confidential information received in any role unless that disclosure has been authorised or is required by law
- Not make improper use of information acquired by virtue of a specific role

### **Personal Conduct**

- Exhibit high standards of personal conduct, both inside and outside of the board, committee or event
- Take into account the impact of my behaviour on NFUS employees and other members
- Avoid behaviour which might adversely affect the reputation of NFUS or which contradicts its values
- Treat others with respect, dignity and consideration, including colleagues, employees and other stakeholders

### **Consequences**

- Any substantial breach of this Code is likely to result in procedures (see Annex A) being put in motion which may result in a member being asked to resign from their position or being banned from any future involvement and participation with Union activity
- In such a case, the member will have an opportunity to be heard by a member of the Presidential Team and/or CEO
- In the event the member is then asked to resign or forbidden to attend future events, they will be expected to accept the decision and, where appropriate, resign from any elected position at the earliest opportunity.
- In a serious offence, membership with NFUS may be terminated indefinitely

ANNEX A

