FRIENDS OF HIGH PARK ZOO CODE OF ETHICS

Adopted by the Board on: December 5, 2017

Introduction

All FHPZ Board members and contractors (i.e., any party with whom FHPZ contracts) shall abide by the following Values of Ethical Behaviour. This Code of Ethics is binding upon all FHPZ Board members, contractors and consultants when working on behalf of FHPZ.

Values of Ethical Behaviour

All FHPZ Board members, contractors and consultants will operate and conduct their decisions and actions based on the following values:

1. Honesty/Integrity – To be honest and ethical in all transactions and maintaining an irreproachable standard of integrity;

2. Professionalism – Modeling the highest standards of professional competence;

3. Responsible Management – Optimizing the use of resources for which they are responsible so as to provide the maximum benefit and value-for-money to FHPZ;

4. Serving High Park Zoo's Best Interests – Not using their authority for personal benefit; rejecting and denouncing any business practice that is improper; and

5. Conformity to laws, including the City of Toronto Construction Requirements, dated January 1, 2017.

Rules of Conduct

1. Declaration of Interest – Any personal interest which may impinge or might reasonably be deemed by others to impinge on the impartiality of a FHPZ's Board member, contractor or consultant in any matter relevant to his or her duties should immediately be declared to FHPZ.

2. Confidentiality and Accuracy of Information – The confidentiality of information received in the course of duty must be respected, and should not be used for personal gain; information given in the course of duty should be true and fair and not designed to mislead.

3. Competition – Any arrangement which might prevent the effective operation of fair and open procurement, in accordance with FHPZ's Procurement Policy, should be avoided.

4. Discrimination and Harassment – No FHPZ Board member or contractor shall knowingly participate in acts of discrimination or harassment toward any person.