



Directors Code of Conduct

1. Purpose of Code of Conduct

The purpose of this Code of Conduct is to outline the type of behaviour that Australian Handball Federation Limited (Handball Australia) requires from its Directors and set out clear principles and guidelines for the ethical and professional conduct of Directors in effectively carrying out their responsibilities.

2. Who does this Code of Conduct apply to?

This Code of Conduct applies to Handball Australia Directors whenever they are acting in their capacity as a Handball Australia Director.

3. General Principles

Directors of Handball Australia must:

1. act honestly and in good faith in the interests of Handball Australia as a whole
2. exercise the degree of care, skill and diligence that a reasonable person in a like position would exercise in Handball Australia's circumstances
3. exercise powers granted to them honestly and for the purposes for which they were conferred and not for ulterior purposes
4. avoid any actual or potential conflict between the obligations owed to Handball Australia and a Director's personal interest or other duties
5. not disclose any information that is obtained through their position that is confidential
6. disclose advantages or business opportunities acquired in the course of their office
7. prevent insolvent trading by Handball Australia
8. be independent in judgment and actions and take all reasonable steps to be satisfied as to the soundness of all decisions taken by the Directors
9. be well prepared for Directors' meetings
10. make reasonable enquiries at Directors meetings to ensure that Handball Australia is operating efficiently, effectively and legally towards achieving Handball Australia's goals



AUSTRALIAN HANDBALL FEDERATION LIMITED

ABN 23616783754

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Web: www.handballaustralia.org.au

11. undertake diligent analysis of all proposals and matters placed before the Directors
12. acknowledge and embrace decisions of the Directors when communicating with third parties, irrespective of their own personal views
13. treat colleagues, members and employees of Handball Australia with respect, courtesy, honesty and fairness, having proper regard to their interests, opinions, rights, safety and welfare
14. show respect for the opinions of other Directors and allow each Director a fair and reasonable opportunity to contribute to discussion and decision making
15. not engage in conduct that would likely bring discredit upon Handball Australia or bring the Director or Handball Australia into disrepute, or would constitute conduct unbecoming of a Director of Handball Australia
16. not abuse, harass, bully, intimidate, discriminate, threaten or victimise other Directors, colleagues, members, volunteers and/or employees of Handball Australia
17. comply with the content and themes of section 4 of this Code of Conduct regarding child safety
18. promote and encourage diversity, equality and inclusiveness in decision making and throughout Handball Australia
19. comply with the spirit as well as the letter of the law and the principles in this Code of Conduct
20. undertake relevant Director professional development courses as agreed by the Board.
21. Respect the oversight of the Board and operational delegation of the CEO, while understanding that the volunteer nature of Handball Australia at present requires Board members to participate in operational Committees relevant to their expertise to support the growth and development of the sport in Australia.

Committees, as set up by the Board, provide recommendations back to the Board for approval and each Committee operates within the scope of agreed delegations from the Board to the relevant Committee. Where possible, these Committees will have Board members as Chairs to help the facilitation of reporting back through to the Board. Decision making, other than those delegated to a Committee or the CEO, are made by the Board, following recommendation and advice provided by the Committee.



4. Child Safety

Handball Australia is a child safe organisation and has zero tolerance for child abuse. Handball Australia adheres to applicable child safety standards and legislation. Directors must be aware of their responsibilities outlined in Handball Australia 's child safety and safeguarding documents and be clear about processes for reporting and acting on concerns or reports of child abuse.

Directors will respect, listen to and promote the rights of children and ensure behaviour and interactions with children are appropriate, respectful and adhere to the behavioural expectations outlined in Handball Australia 's child safety and safeguarding documents.

5. Communication with stakeholders

Handball Australia is a volunteer run organisation and Directors are involved in assisting the CEO in some operational activities. In dealings with stakeholders, Directors will comply with communication protocols as set by the Board and/or the CEO, including copying the CEO on communications with external stakeholders. As well as compliant governance, this also helps corporate knowledge sharing for the organisation moving forward to sustain business continuity.

6. Breach of the Code of Conduct

A breach of this Code may be considered serious misconduct and require formal investigation and further action being taken.

In some situations, a breach of this code may result in detriment to Handball Australia and the Director may be liable for their actions under civil and criminal laws.

If a Director suspects that a breach of the Code of Conduct has occurred or will occur, he or she must report that breach to the President/Chair of the Board, the Company Secretary or the Finance, Audit and Risk Committee. In some circumstances, such a disclosure may qualify for protection in accordance with the Whistleblower Policy. All reports will be acted upon and kept confidential.

7. Review

This Code will be reviewed by the Board every two years, or earlier as required.



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8. Director Declaration

- I have read and understand the Handball Australia Directors Code of Conduct
- I acknowledge that I must ensure that any personal interests or roles do not influence or interfere with the proper performance of my duties in the best interests of Handball Australia
- I agree that I have an ongoing obligation to comply with the Handball Australia Directors Code of Conduct

<i>Signature</i>		<i>Date</i>