



THE FILIPINO-AMERICAN ASSOCIATION OF GREATER CHATTANOOGA

CODE OF ETHICS

Introduction

Adherence to the law is the minimum standard of expected behavior. Nonprofit organization such as ours must do more, however, than simply obey the law. We must embrace the highest standards of integrity. Transparency, openness and responsiveness to legitimate public concerns must be integral to our behavior.

Personal Integrity

1. Respect and abide by the Filipino-American Association of Greater Chattanooga's Constitution and written laws, rules, policies and procedures.
2. Respect and seek out the truth to avoid misrepresentation. Render judgment based of fact presented.
3. Set an example, as an officer and a member of a registered non-profit organization, for high standards of professionalism.
4. Honor the right of privacy of all people, including members, supporters and donors.
5. Treat everyone with fairness, equity, objectivity and respect.

Accountability

1. Ensures that the Officers and Members of the Board of Directors carry on their responsibilities with commitment, honor and loyalty to the Filipino-American Association of Greater Chattanooga.
2. Ensures that the organization conducts all transactions and dealings with openness, integrity and honesty.
3. Ensures that the resources of this organization are responsively and prudently managed.
4. Ensures that the organization has the capacity to carry its mission, vision and objective effectively.
5. Be accountable for adhering to this Code of Ethics and Rules of Membership.

Responsibility

1. Support the officers of the Filipino-American Association of Greater Chattanooga so they can perform to the highest level of their ability for the good of the membership.
2. Comply with all the laws, regulations and policies established for non-profit.

3. Make an effort to understand, respect and support our membership and to strive for excellence.
4. Refrain from participation in cases that constitute personal conflict of interest. Any conflicts of interest or the appearance thereof will be appropriately managed through disclosure and recusal. Any disclosure, recusal or withdrawal will be included in the meeting's minutes.
5. Act all times in accordance with the highest ethical standards and in the best interest of the Filipino-American Association of Greater Chattanooga.

Disclosure

1. All members are encouraged to disclose any perceived breaches of the Code of Ethics of which they are aware to the Filipino-American Association of Greater Chattanooga President or to any member of the Judiciary (Tribunal Elders). Confidentiality will be maintained for the individual disclosing the breach, unless the matter raises serious legal implications.
2. Ensure that all information which is considered confidential or privileged or which is not publicly available is not disclosed inappropriately.
3. Members shall be forthcoming and accurate when describing Filipino-American Association of Greater Chattanooga's missions, goals, objectives and achievements.
4. Demonstrates sound financial and administrative management practices through auditors' reports or other valid documentation.
5. Make full disclosure of all relevant information to all Filipino-American Association of Greater Chattanooga members, contributors, donors and supporters, who have the right to know where their contributions are invested.

Fundraising

1. Not to be deceptive in fundraising activities or in prospecting for new members to join the Filipino-American Association of Greater Chattanooga.
2. Appropriately acknowledge contributions from all donors and supporters.
3. Not accept any gifts, payments or loans from anyone who has or may seek benefit from the Filipino-American Association of Greater Chattanooga.
4. Exercise prudent judgment in its stewardship responsibilities; use donations effectively for their intended purposes.
5. Assure that information about donors and donations is handled with respect and with confidentiality to the extent provided by the law.

Afterword

While the Officers and members of the Board of Directors have given its approval to this document, it will continue to be reviewed and revised as necessary.