



CWRA ACRH
Canadian
Water
Resources
Association Association
Canadienne
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Code of Ethics of the Canadian Water Resources Association

The Canadian Water Resources Association (CWRA) Code of Ethics is a demonstration of our commitment to high ethical standards.

This code recognizes that CWRA is defined by its members and those who work for the Association, and that they must demonstrate their ongoing commitment to the core values of integrity, honesty, fairness, openness, respect, and responsibility.

The code of ethics is a part of a larger, association-wide commitment to ethical practices.

Our values must be supported by policies and procedures that the board, staff and members must follow.

CWRA also recognizes the importance of an organizational culture that supports high ethical standards, and encourages such an atmosphere by promoting transparency about our work, and setting the proper tone at the executive level.

Code of Ethics of the Canadian Water Resources Association

I. Personal and Professional Integrity

All staff, board members and volunteers of CWRA act with honesty, integrity and openness whenever they represent the organization. CWRA promotes a working environment that values respect, fairness and integrity.

II. Mission

CWRA has a clearly stated mission and purpose, approved by the board of directors, in pursuit of the public good. All of CWRA's programs support that mission and all who work for or on behalf of CWRA understand and are loyal to that mission and purpose. The mission is responsive to its members and communities served by CWRA and of value to the association at large.

III. Governance

CWRA has a board of directors that is responsible for setting the mission and strategic direction of the organization and for oversight of the finances, operations, and policies of the association. The board:

- Ensures that its members have the requisite skills and experience to carry out their duties, that all members understand and fulfill their governance duties by acting for the benefit of CWRA and its public purpose;

- Ensures that the Executive Director (ED) and appropriate staff provide the board with timely and comprehensive information so that the board can effectively carry out its duties;
- Ensures that CWRA conducts all transactions and dealings with integrity and honesty;
- Ensures that CWRA promotes working relationships with board members, staff, volunteers, members, and other stakeholders that are based on mutual respect, fairness and openness;
- Ensures that CWRA is fair and inclusive in its recruitment policies and practices for board, staff and volunteer positions;
- Ensures that policies of CWRA are in writing, clearly articulated and officially adopted;
- Ensures that the resources of CWRA are responsibly and prudently managed; and
- Ensures that CWRA has the capacity to carry out its programs effectively.

IV. Conflict of Interest

In the possibility of a conflict of interest, financial aspects of the situation must be disclosed to BOD or Executive Committee. The party affected by the conflict of interest will be excluded from discussions relevant to the situation

V. Legal Compliance

CWRA is knowledgeable of and complies with all Canadian and provincial laws, regulations and applicable conventions.

VI. Responsible Stewardship

CWRA manages its funds responsibly and prudently. The Association:

- Spends a reasonable percentage of its annual budget on programs in pursuance of its mission;
- Spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management;
- Ensures that all spending practices and policies are fair, reasonable and appropriate to fulfill the mission of the organization; and
- Ensures that all financial reports are factually accurate and complete in all material respects.

VII. Openness and Disclosure

CWRA provides comprehensive and timely information to its members and all stakeholders and is responsive in a timely manner to reasonable requests for information. All information about CWRA fully and honestly reflects its policies and practices. Basic informational data about CWRA, such as audited financial statements are posted on CWRA's website or otherwise available to members. All solicitation materials accurately represent CWRA's policies, practices, and programs. All financial, organizational, and program reports are complete and accurate in all material respects.

VIII. Inclusiveness and Diversity

CWRA is committed to inclusiveness and diversity in its staff, board and volunteers. CWRA takes

meaningful steps to promote inclusiveness in its hiring, retention, promotion, board recruitment and constituencies served.

IX. Fundraising

When raising funds, CWRA is truthful in its solicitation materials. CWRA respects privacy concerns of individual donors, expends funds consistent with donor intent, and discloses important and relevant information to potential donors.

