

# CODE OF ETHICS POLICY OF GENDEREQUAL, INC.

## **ARTICLE 1 – Personal and Professional Integrity**

- a. All staff, Board members and volunteers of GenderEqual, Inc. (hereinafter referred to as the “Corporation”) act with honesty, integrity, and openness in all their dealings as representatives of the Corporation.
- b. The Corporation promotes a working environment that values respect, fairness, and integrity.

## **ARTICLE 2 – Mission**

- a. The Corporation’s mission is to reduce and eliminate gender discrimination and gender inequality against females, and promote gender equality. The Corporation achieves its mission through education and charitable activities relevant to its mission.
- b. All of the Corporation’s programs support that mission and all those who work for or on behalf of the Corporation understand and are loyal to that mission and purpose.
- c. The mission is responsive to the constituency and communities served by the Corporation and benefits society at large.

## **ARTICLE 3 – Governance**

- a. The Corporation’s Board of Directors is responsible for setting the mission and strategic direction of the Corporation and oversight of the finances, operations, and policies of the Corporation.
- b. The Board of Directors and individual directors and officers shall act in accordance with the Board of Directors Governance policy, the Conflict of Interest Policy, and any other policies adopted by the Board of Directors related to the appropriate conduct of Directors and Officers.
- c. Among its duties, the governing body:
  - 1. Ensures that its Board of Directors have the skills and experience to carry out their duties and that all members understand and fulfill their governance duties acting for the benefit of the Corporation and its public purpose;
  - 2. Has a Conflict of Interest Policy that ensures that any conflicts of interest or the appearance thereof are avoided or appropriately managed through disclosure, recusal, or other means;
  - 3. Is responsible for the hiring, firing, and regular review of the performance of the executive staff, and ensures that the executive staff’s compensation is reasonable and appropriate;
  - 4. Ensures that the executive staff provides the governing body with timely and comprehensive information so that the governing body can effectively carry out its duties;
  - 5. Ensures that all Corporation transactions and dealings are conducted with integrity and honesty;
  - 6. Ensures that the Corporation promotes working relationships with Board members, staff, volunteers, and program beneficiaries based on mutual respect, fairness, and openness;

7. Ensures that the Corporation is fair and inclusive in its hiring and promotion policies and practices for all Board, staff, and volunteer positions;
8. Ensures that Corporation policies are in writing, clearly articulated, and officially adopted;
9. Ensures that Corporation resources are responsibly and prudently managed;
10. Ensures that the Corporation has the capacity to carry out its programs effectively.

#### **ARTICLE 4 – Legal Compliance**

- a. The Corporation is knowledgeable of and complies with all applicable laws, regulations, and professional standards.

#### **ARTICLE 5 – Responsible Stewardship**

- a. The Corporation manages its funds responsibly and prudently, and includes the following considerations:
  1. The Corporation spends a reasonable percentage of its annual budget on programs in pursuance of its mission;
  2. The Corporation spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management;
  3. The Organization compensates staff, and any others who may receive compensation, reasonably and appropriately;
  4. To the extent that the Corporation has endowments or grants, it prudently draws from endowment or grant funds consistent with donor/grantor intent, legal guidelines and to support the public purpose of the Corporation;
  5. The Corporation ensures that all spending practices and policies are fair, reasonable, and appropriate to fulfill the Corporation's mission;
  6. All financial reports are factually accurate and complete in all material respects.

#### **ARTICLE 6 – Transparency and Disclosure**

- a. The Corporation provides appropriate and timely information to the public, its members, and all stakeholders, and is responsive to reasonable requests for information.
- b. All information about the Corporation will fully and honestly reflect the policies and practices of the Corporation.
- c. Basic information about the Corporation, such as the annual Form 990 and any audited financial statements, will be posted on the Corporation's website or will be made otherwise available to the public in accordance with a Board policy on transparency and public reporting.
- d. All solicitation materials accurately represent the Corporation's policies and practices and will reflect the dignity of program beneficiaries.
- e. All financial, organizational, and program reports will be complete and accurate in all material respects.

## **ARTICLE 7 – Program Evaluation**

- a. The Corporation regularly reviews program effectiveness and has mechanisms to incorporate lessons learned into future programs.
- b. The Corporation is committed to improving program and organizational effectiveness and develops mechanisms to promote learning from its activities and the field. The Corporation is responsive to changes in its field of activity and is responsive to the needs of its constituencies.

## **ARTICLE 8 – Inclusiveness and Diversity**

- a. The Corporation promotes inclusiveness and diversity, and takes meaningful steps to promote inclusiveness in its hiring, retention, promotion, Board recruitment, and constituencies served.

## **ARTICLE 9 – Fundraising**

- a. To the extent that the Corporation raises funds from the public or from donor institutions, the Corporation is truthful in its solicitation materials and will disclose important and relevant information to potential donors.
- b. The Corporation will respect the privacy concerns of individual donors and expend funds consistent with donor intent.
- c. To the extent it raises funds from the public, the Corporation will respect the rights of donors, as follows:
  1. To be informed of the mission of the Corporation, the way the resources will be used, and the Corporation's capacity to use donations effectively for the intended purposes;
  2. To be informed of the identity of those serving on the Corporation's board and to expect the board to exercise prudent judgment in its stewardship responsibilities;
  3. To have access to the Corporation's most recent board approved programs and financial reports;
  4. To be assured their gifts will be used for the purposes for which they were given;
  5. To receive appropriate acknowledgement and recognition;
  6. To be assured that information about their donations is handled with respect and with confidentiality to the extent provided by the law;
  7. To expect that all relationships with individuals representing the Corporation will be professional in nature;
  8. To be informed whether those seeking donations are volunteers or employees of the Corporation;
  9. To have the opportunity for their names to be deleted from mailing lists;
  10. To feel free to ask questions when making a donation and to receive prompt, truthful, and forthright answers.