



TENNIS NEW SOUTH WALES LIMITED CODE OF CONDUCT COMMITTEE MEMBER

As an appointee to a Tennis New South Wales (TNSW) Committee, a member should meet the following general standards:

- Respect the rights, dignity and worth of others;
- Be fair, considerate and honest in all dealings with others;
- Be professional in, and accept responsibility for, your actions;
- Make a commitment to providing quality service;
- Operate within the constitution and by-laws rules of TNSW.

Within Committee deliberations and process, a Committee member should meet these standards:

1. General

- act at all times in the best interests of TNSW as a whole;
- provide the Board of TNSW with considered and measured advice;
- communicate to TNSW staff through the Committee Chairman;
- develop, in conjunction with the TNSW Board and staff, an annual program of work for the committee including performance outcomes and timelines.

2. Meetings

- attend all Committee Meetings as scheduled by TNSW and devote sufficient time to prepare for such meetings;
- fully participate in all committee debates and decision making;
- avoid conflicts of interests in as far as this is possible;
- ensure that all committee recommendations to the Board are carefully considered and that all budget implications of the recommendation have been flagged for the Board's attention.

3. Finance

- be aware, through the relevant TNSW staff, of the budget allocated to projects, which come under the jurisdiction of the committee;
- ensure that TNSW assets are protected when used at Committee meetings; eg, data projectors.

4. Confidentiality

- observe the confidentiality of all non-public information which may be provided to the Committee.