

International Ranger Federation (IRF)

Regulations

Revised December 1, 2025

[Text in [brackets] is for information only and not part of the Regulations.]
[Regulation Section numbers correspond to the related Bylaws sections.]

R1. Definitions and Interpretation	2
R1.1 Definitions	2
R1.2 Interpretation	2
R1.4 Objectives	2
R2. Membership	2
R2.2 Criteria for Regular Membership	2
R2.2 Members Fees	2
R2.3 Payment of Membership Fees	2
R2.8 Restrictions on Members	3
R2.9 Regional Ranger Associations	4
R8.1 Proxies	4
R10 How Voting is Carried Out	4
R10.1 Electronic Elections Procedures.	4
R10.2 Electronic Voting Procedures for AGM.	4
R10.4 Director and Officer eligibility	4
R11.3 Regional Representatives Boundaries	4
R12.2 Election of Directors	5
R14 Board Powers	6
R15.6 Committees and Working Groups.	6
R15.6 (i) Executive Committee	7
R15.6 (ii) Communications Working Group:	7
R15.6 (iii) Female Rangers Working Group:	7
R15.6 (iv) Governance Working Group:	8
R15.6 (v) Membership Working Group:	8
R15.6 (vi) Universal Ranger Support Alliance (URSA)	9
R15.6 (vii) World Ranger Congress (WRC) Committee (In partnership with host country)	9
R15.6 (viii) World Ranger Day (WRD) and Roll of Honor Working Group:	10
R15.6 (ix) Awards and Honors Working Group	11
R15.6 (x) Financial Review Committee:	11
R19.7 Procedural Rules	12
R21.2 Use of IRF name and logo	13
R25 Code of Ethics In conducting business and Federation activities	13

R1. Definitions and Interpretation

R1.1. Definitions [In addition to the definitions contained in the Bylaws.]

- a) Committee and Working Group shall have the same meaning.
- b) IUCN means the International Union for Conservation of Nature.
- c) Language: The official language of the IRF shall be English. Where appropriate, and where possible and within the capacity and resources of the IRF, translation into any other language will be produced.
- d) Protected Area is as defined by the IUCN (1994) as: “an area of land and/or sea especially dedicated to the protection and maintenance of biological diversity, and of natural and associated cultural resources, and managed through legal or other effective means.”
- e) Resolution and Motion shall have the same meaning as concerning meetings of the IRF.
- f) Thin Green Line means The Thin Green Line (Foundation Ltd) (ABN 22 126 573779).

R1.2. Interpretation

Interpretation of Bylaws and Regulations. On all questions as to the interpretation, construction or meaning of the Bylaws and the Regulations of the IRF, the decision of the Board of Directors shall be final, unless overturned at an Annual Membership Meeting, by a majority vote.

R1.4. Objectives

- a) The IRF is committed to the principles as set out in the Universal Declaration of Human Rights as adopted by the United Nations in 1948.
- b) The IRF has adopted the Ranger Code of Conduct as part of the Regulations and the IRF shall operate consistent with the Ranger Code of Conduct.

R2.Membership

R2.2. Criteria for Regular Membership

The criteria for evaluating and approving Regular member applications should include the following:

- a) The organization has a majority of its members being rangers (active or retired)
- b) The organization is led by a ranger (active or retired)
- c) The head of the organization is elected by its ranger members.
- d) In regard to ranger unions, in addition to the above, the ranger union does more than just bargain for employers but also facilitates other projects that professionally benefit rangers like supporting ranger training and standards and collaborates with the agency for the general benefit of the ranger workforce. [Added October 7, 2024.]

R2.3. Membership Fees

- (a) Regular Members as defined in the Bylaws – Fees of USD200 annually. May be waived by the Board.
- b) Provisional Members as defined in the Bylaws - No fees.
- c) Associate Members as defined in the Bylaws - Fees annually of USD50 for groups and USD20 for individuals. May be waived by the Board.
- d) Honorary Members, as defined in the Bylaws – No Fees.

R2.3. Payment of Membership Fees

The Board delegates to the Executive Committee the authority to develop, revise and approve the process for payment of membership fees.

R2.8. Restrictions on Members

- a) Use of IRF Name and Symbols and Logos. No person or organization shall, without prior written permission, use the name and/or any graphic representation (emblem or logo) of the IRF adopted by the Board of Directors. Permission to use the IRF name and emblem/logo on newsletters, stationery, and informational literature is hereby granted to IRF Officers, Directors and Regular Members.
- b) No Officer, Director, Member, Associate, appointee, or employee may enter into lawsuits, or other legal actions or administrative proceedings on behalf of the IRF without the expressed approval of the Board or as permitted by the Bylaws and/or these Regulations.
- c) Public commentary. No Officer, Director, Member, Associate, appointee or employee shall make a statement or take a public position in the name of the IRF that is contrary to or creates a misimpression of a policy or position established by the IRF or any IRF entity. When speaking or taking a public position on their own behalf, people currently associated with the IRF shall avoid giving the impression that they are representing the IRF and endeavor to correct any misimpression which may arise in this regard.
- d) Civil disobedience. The IRF will not encourage, request, or direct any person to violate the law. No Officer, Director, Member, Associate, appointee, or employee shall encourage, request, or direct any person to violate the law. The IRF recognizes that it cannot control the private actions of its members and cannot prevent its members from engaging in acts of civil disobedience. However, no member of the International Ranger Federation is authorized to use, display, or invoke the IRF's name or logo (including the name of any Member or Associate, or other entity of the IRF) in connection with committing, or encouraging, requesting, or directing any other person to commit any violation of the law.

R2.9 Regional Ranger Associations

[Content to be developed]

R8.1 Proxies

The IRF Bylaws do not allow proxies by members of the Board of Directors, however, Regional Representative Board Members who are unable to attend a

meeting may designate a non-voting temporary representative from their region to attend a board meeting.

R10.1 Electronic Elections Procedures.

- a) Electronic Elections. The election of Officers (President, Vice President, Secretary and Treasurer) and Regional Representatives shall be done electronically using a system approved by the Board.
- b) Majority Vote Required. For electronic elections, a candidate must receive a majority of the votes cast to be elected. In the event where no candidate receives a majority of the votes cast (i.e. there are three or more candidates), the two candidates with the highest number of votes shall compete in a run-off electronic election. The run-off election shall be held no sooner than 30 days nor later than 60 days after the original vote was determined
- c) Tie Vote. If two candidates receive the same number of votes (tie vote) in an electronic election, a new electronic election shall be held for the position no sooner than 30 days nor later than 60 days after the tie vote was determined
- d) Nominations. If after the nomination deadline has passed and if no one has been nominated for a position, that position shall be considered vacant and filled as provided in Bylaws Section 11.3, Vacancies on the Board. [Added August 12, 2024.]

R10.2 Electronic Voting Procedures for AGM.

- (a) Electronic Voting. Voting for Bylaws amendments or resolutions submitted for the AGM in advance may be done electronically using a system approved by the Board.
- (b) Majority Vote Required. For electronic voting at an AGM, a majority of the votes cast electronically shall determine the issue.
- (c) Tie Vote. If there is a tie vote, the president, as provided in the Bylaws, “may exercise a deciding vote”. [Revised June 23, 2025]

R10.3 Director and Officer eligibility

- a) Secretary. Candidates for the position of Secretary must be fluent in written and spoken English.
- b) Treasurer. Due to the nonprofit incorporation and financial center of the IRF being in the United States, treasurer candidates preferably should be from the United States.

R 11.3 Regional Representatives Boundaries [Adopted from the IUCN which has 11 regions.]

- a) The Region boundaries and countries in each region are as follows:
 - (i) Africa. Algeria, Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cabo Verde, Central African Republic, Chad, Congo, Comoros, Côte d'Ivoire, Democratic Republic of the Congo, Djibouti, Egypt, Equatorial Guinea, Eritrea, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea Bissau, Kenya, Lesotho, Liberia, Libya, Madagascar,

Malawi, Mali, Mauritania, Mauritius, Morocco, Mozambique, Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Togo, Uganda, United Republic of Tanzania, Tunisia, Zambia, and Zimbabwe.

- (ii) Asia. Afghanistan, Armenia, Azerbaijan, Bahrain, Bangladesh, Bhutan, Brunei Darussalam, Cambodia, China, Democratic People's Republic of Korea, India, Indonesia, Iran, Iraq, Japan, Kazakhstan, Korea, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Oman, Pakistan, Philippines, Qatar, Saudi Arabia, Singapore, Sri Lanka, Tajikistan, Thailand, Timor-Leste, Turkmenistan, United Arab Emirates, Uzbekistan, Viet Nam, Yemen.
- (iii) Central Latin America. The region consists of the following countries: Antigua and Barbuda, Bahamas, Barbados, Belize, Costa Rica, Cuba, Dominica, Dominican Republic, El Salvador, Grenada, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago.
- (iv) Europe. Albania, Andorra, Austria, Belarus, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Holy See, Hungary, Iceland, Ireland, Israel, Italy, Kosovo, Jordan, Latvia, Lebanon, Liechtenstein, Lithuania, Luxembourg, Malta, Moldova, Monaco, Montenegro, Netherlands, North Macedonia, Norway, Palestine, Poland, Portugal, Romania, Russian Federation, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Syrian Arab Republic, Turkey, Ukraine, United Kingdom
- (v) North America. United States of America and Canada. It includes the Bahamas and US overseas territories of Puerto Rico, Guam, Northern Mariana Islands, United States Virgin Islands and American Samoa.
- (vi) Oceania. Australia, Cook Islands, Micronesia (Federated States of), Fiji, Kiribati, Marshall Islands, Nauru, New Zealand, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu.
- (vii) South America. Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Guyana, Paraguay, Peru, Suriname, Uruguay, Venezuela. It includes the islands that are territories of the counties in the region.

b) Regular Member associations, who are on the border between IRF Regions, may make a request to the Board to move to a neighboring Region.

R12.2 Election of Directors

- a) Canvassing. Nominees for Directors may solicit votes and canvas for nomination and election, providing that no funds or other resources of the IRF or of a Member shall be used to support or oppose any candidate.
- b) A nominee's candidate statement, limited to one A4 (letter) sized page, may be distributed as part of the election process and shall be contained (if requested) in the electronic election ballot.

R14. Board Powers

- a) A General Manager (GM) may be hired and appointed by the Board of Directors based on a formal written contract or agreement, as approved by the Board. The General Manager shall have duties and responsibilities as contained in a contract/agreement and responsibilities and authority as may be delegated to her/him from the President or Board. All duties and responsibilities must be consistent with the Bylaws and Regulations. The GM shall be subject to the supervision of the President and the Board.
- b) An Executive Officer (EO) may be hired and appointed by the Board of Directors based on a formal written contract or agreement, as approved by the Board. The Executive Officer shall have duties and responsibilities as contained in a contract/agreement and responsibilities and authority as may be delegated to her/him from the President or Board. All duties and responsibilities must be consistent with the Bylaws and Regulations. The Executive Officer shall be subject to the supervision of the President and the Board.
- c) A Federation Development Officer (FDO) may be hired and appointed by the Board of Directors, based on a formal written contract or agreement, as approved by the Board. The Development Officer shall have duties and responsibilities as contained in a contract/agreement and responsibilities and authority as may be delegated to her/him from the President or Board. All duties and responsibilities must be consistent with the Bylaws and Regulations. The Development Officer shall be subject to the supervision of the President and the Board.
- d) Thin Green Line (Foundation). The IRF Board may enter into a MOU or other agreement for affiliation or cooperation with the Thin Green Line.
- e) Honors and Awards. The Board may establish a system of awards and honors, and a policy for implementing such a system.
- f) The following awards have been established:
 - i) Gordon Miller IRF Lifetime Achievement Award [amended August 14, 2023]
 - i) IRF President's Award.
 - ii) The IRF/IUCN Young Conservationist Award
 - iii) The Dr Jane Goodall Hope and Inspiration Ranger Award [in conjunction with the Thin Green Line]
- g) Consistent with the Bylaws and Regulations, the IRF may petition governmental, non-governmental and private bodies and all similar institutions at the international, national, and regional levels in the furtherance of IRF objectives.
- h) The Board may adopt Official Policies for the IRF which are not inconsistent with the Bylaws. After formally adopted, Official Policies shall be considered part of the Regulations. Approved Policies shall be available to all members.

R15.6 Committees and Working Groups.

- a) The Board of Directors has established the following Standing Committees and Working Groups. Except for the Board Executive Committee, all Committees and

Working Groups shall be made up of individuals nominated by the President or a Board member and approved by the Board of Directors.

(i) Executive Committee

The Executive Committee is made up of the IRF President, Vice President, Treasurer and Secretary. The Executive Committee shall have such authority and responsibility as delegated or granted by the Board of Directors or as in the Bylaws or Regulations.

(ii) Communications Working Group:

Roles and Responsibilities:

- 1) Develop and Implement Communication Strategies: Create and execute effective communication plans to promote the IRF's mission, vision, and activities.
- 2) Manage IRF's Online Presence: Oversee the IRF's website, social media, and other online platforms to ensure accurate, up-to-date, and engaging content.
- 3) Create and Disseminate Newsletters and Updates: Produce regular newsletters and updates to keep members, partners, and stakeholders informed about IRF's activities and achievements.
- 4) Support IRF Events and Campaigns: Provide communication support for IRF events, campaigns, and initiatives, including promotional materials, media releases, and social media promotion.
- 5) Foster Media Relationships: Build and maintain relationships with media outlets, journalists, and influencers to secure coverage and promote the IRF's work.
- 6) Develop and Maintain IRF Branding: Ensure consistent application of the IRF brand, including logos, typography, and visual identity.
- 7) Provide Communication Guidance and Support: Offer communication guidance and support to IRF members, regional groups, and partners as needed.
- 8) Monitor and Evaluate Communication Effectiveness: Regularly assess the effectiveness of IRF's communication efforts and provide recommendations for improvement.

(iii) Female Rangers Working Group:

The Female Ranger Working Group aims to promote and support the role of female rangers in conservation, address the challenges they face, and provide a platform for networking and professional development.

Roles and Responsibilities:

- 1) Advocacy: Promote the importance of gender equality and women's empowerment in conservation, and advocate for the rights and interests of female rangers.

- 2) Networking: Facilitate communication and collaboration among female rangers globally, providing a platform for sharing experiences, best practices, and lessons learned.
- 3) Capacity Building: Organize training, mentorship, and capacity-building programs to enhance the skills and knowledge of female rangers, addressing specific challenges they face in their careers.
- 4) Research and Data Collection: Conduct research and gather data on the status, challenges, and contributions of female rangers, providing evidence-based recommendations for policy and program development.
- 5) Policy Influence: Collaborate with other conservation organizations to influence policy and program development, ensuring that the needs and concerns of female rangers are addressed.
- 6) Mentorship and Support: Provide mentorship, guidance, and support to female rangers, helping them navigate their careers and overcome challenges.
- 7) Awareness Raising: Organize events, campaigns, and activities to raise awareness about the critical role of female rangers in conservation, challenging stereotypes and promoting positive role models. Support female ranger week.

(iv) Governance Working Group:

Roles and Responsibilities:

The Governance Working Group aims to ensure that the International Ranger Federation (IRF) is governed effectively, efficiently, and in accordance with its Constitution, By-Laws, and policies.

Roles and Responsibilities:

- 1) Constitution and By-Laws Review: Periodically review and update the IRF Constitution and By-Laws to ensure they remain relevant and effective.
- 2) Governance Policy Development: Develop, review, and update governance policies, procedures, and guidelines to support the IRF's objectives.
- 3) Board Support: Provide guidance and support to the IRF Board on governance matters, including Board composition, elections, and meetings.
- 4) Risk Management: Identify, assess, and mitigate risks to the IRF's reputation, finances, and operations. Own the organizational risk register.
- 5) Compliance: Ensure the IRF complies with relevant laws, regulations, and standards, including those related to non-profit organizations.
- 6) Governance Best Practices: Research and recommend governance best practices to enhance the IRF's governance framework.
- 7) Reporting and Evaluation: Provide regular reports to the IRF Board on governance matters and evaluate the effectiveness of the IRF's governance framework.

(v) Membership Working Group:

Roles and Responsibilities:

The IRF Membership Working Group aims to promote and support the growth and engagement of IRF membership, ensuring that members receive value from their affiliation and that the IRF remains a strong and representative voice for rangers globally.

Roles and Responsibilities:

- 1) Membership Recruitment and Retention: Develop and implement strategies to attract and retain members, including outreach to new regions and countries.
- 2) Membership Benefits and Services: Identify and develop benefits and services that meet the needs of members, such as training, networking opportunities, and access to resources.
- 3) Membership Engagement: Foster a sense of community and engagement among members through regular communication, social media, and events.
- 4) Membership Database Management: Maintain accurate and up-to-date records of IRF membership, including contact information and membership status.
- 5) Membership Feedback and Evaluation: Collect feedback from members and evaluate the effectiveness of IRF membership programs and services.
- 6) Development of Membership Materials: Create and distribute materials promoting IRF membership, such as brochures, flyers, and social media graphics.
- 7) Collaboration with Other IRF Working Groups: Work closely with other IRF working groups, such as the Female Ranger Working Group and the Communications Working Group, to ensure alignment and coordination of efforts.
- 8) Reporting and Evaluation: Provide regular reports to the IRF Board on membership trends, challenges, and successes, and evaluate the effectiveness of membership strategies.

(vi) Universal Ranger Support Alliance (URSA):

The Universal Ranger Support Alliance aims to establish a global network of support for rangers, providing access to resources, expertise, and collaboration to enhance their safety, well-being, and effectiveness.

Roles and Responsibilities:

- 1) Partnership Development: Foster partnerships with organizations, governments, and individuals to support rangers globally.
- 2) Resource Mobilization: Identify and mobilize resources, including funding, equipment, and expertise, to support ranger programs and initiatives.
- 3) Knowledge Sharing: Facilitate the sharing of best practices, lessons learned, and innovative solutions among rangers and partner organizations.
- 4) Capacity Building: Develop and implement training programs, workshops, and other capacity-building initiatives to enhance ranger skills and knowledge.

- 5) Advocacy and Awareness: Raise awareness about the critical role of rangers in conservation and advocate for their safety, well-being, and recognition.
- 6) Networking and Collaboration: Establish a global network of rangers and partner organizations, facilitating collaboration, mutual support, and coordination.
- 7) Needs Assessment and Gap Analysis: Conduct regular needs assessments and gap analyses to identify areas where support is most needed.

(vii) World Ranger Congress (WRC) Committee (In partnership with host country)
The World Ranger Congress (WRC) Committee is responsible for planning, organizing, and delivering a successful World Ranger Congress, which brings together rangers and conservation professionals from around the world to share knowledge, experiences, and best practices.

Roles and Responsibilities:

- 1) Congress Theme and Program: Develop the theme, program, and content for the Congress, including keynote speakers, workshops, and presentations.
- 2) Venue Selection and Logistics: Identify and recommend a suitable venue for the Congress, and oversee logistical arrangements, including accommodation, catering, and transportation.
- 3) Budgeting and Financial Management: Develop and manage the Congress budget, including fundraising, sponsorship, and financial reporting.
- 4) Marketing and Promotion: Promote the Congress through various channels, including social media, email marketing, and partnerships with conservation organizations.
- 5) Registration and Delegate Management: Manage delegate registration, including fees, accommodation, and travel arrangements.
- 6) Sponsorship and Partnerships: Identify and secure sponsors and partners to support the Congress.
- 7) Reporting and Evaluation: Provide regular reports to the IRF Board and evaluate the success of the Congress.

(viii) World Ranger Day (WRD) and Roll of Honor Working Group:

The World Ranger Day (WRD) Working Group aims to promote and coordinate global celebrations of World Ranger Day, honoring the contributions and sacrifices of rangers, and remembering those who have lost their lives in the line of duty.

Roles and Responsibilities:

- 1) Planning and Coordination: Plan and coordinate global celebrations of World Ranger Day, including events, ceremonies, and social media campaigns (with the help of the 7 IRF Regional Representatives)
- 2) Promotion and Awareness: Raise awareness about World Ranger Day and its significance, promoting the event through various channels, including

social media, email marketing, and partnerships with conservation organizations.

- 3) Roll of Honor: Maintain and update the Roll of Honor, which commemorates rangers who have lost their lives in the line of duty.
- 4) Research and Verification: In collaboration with the Thin Green Line, research and verify information about rangers who have died in the line of duty, ensuring accuracy and respect for the fallen rangers and their families. Work with partners, such as Global Witness.
- 5) Communication with Families: Communicate with the families of fallen rangers, providing support and recognition for their loved ones' sacrifices.
- 6) Fundraising and Support: Identify and secure funding and resources to support World Ranger Day celebrations and the Roll of Honor.
- 7) Reporting and Evaluation: Provide regular reports to the IRF Board on World Ranger Day celebrations and the Roll of Honor, evaluating the success and impact of these initiatives.

(ix) Awards and Honors Working Group:

The Awards and Honors Working Group is responsible for developing and reviewing nominations for International Ranger Federation (IRF) awards, ensuring that deserving individuals and organizations are recognized for their outstanding contributions to conservation.

Roles and Responsibilities:

- 1) Develop and Review Nomination Criteria: Establish and review nomination criteria for IRF awards, ensuring they are clear, concise, and relevant.
- 2) Call for Nominations: Issue a call for nominations for IRF awards, promoting the opportunity through various channels.
- 3) Nomination Review and Evaluation: Review and evaluate nominations received, assessing them against the established criteria.
- 4) Recommendations to the Board: Make recommendations for award recipients to the IRF Board of Directors.
- 5) Maintain Award Records: Keep accurate records of award nominations, recipients, and presentation ceremonies.
- 6) Work with communications working group to promote and acknowledge awardees.

(x) Financial Review Committee:

A Financial Review Committee made up of three members, may be appointed by the IRF President and approved by the IRF Board. If established, the committee would be responsible for reviewing and providing comments on the International Ranger Federation's (IRF) Annual Financial Report, ensuring the financial integrity and transparency of the organization.

Roles and Responsibilities:

- 1) Review the Annual Financial Report produced by the Treasurer, ensuring it accurately reflects the IRF's financial position and activities.
- 2) Provide comments and recommendations on the Annual Financial Report to the Treasurer and the Board.
- 3) Ensure Financial Integrity and Transparency: Ensure that the IRF's financial reporting is transparent, accurate, and compliant with relevant laws and regulations.

R19.7 Procedural rules

[Still needs procedural rules for the conduct of meetings as required by the Bylaws.]

R21.2 Use of IRF name and logo

- a)
 - a) The Board of Directors may rescind, due to misuse, any permission to utilize the IRF name and/or logo.
 - b) Any use of the logo must utilize the current approved IRF logo design.
- c) Permission to use the IRF logo is hereby extended to:
 - 1) IRF Officers, Directors and Full Members who may use the IRF name and emblem/logo on newsletters, stationery, informational literature, IRF promotional items, and for other similar purposes.
 - 2) All approved IRF members may use the IRF name and logo on communications and information only to signify membership in the IRF.
 - 3) At no time may any Member, any other organization, or individual utilize the IRF name or logo on material/media designed to raise funds not related to the IRF, to endorse training, for commercial purposes, or for any other similar purpose, without gaining express prior approval from the IRF Board or Executive Committee.
 - 4) No member may utilize the IRF name or logo related to any activity of, or interpreted to be of, a union nature.

R22. Restrictions on Members

- (a) No Officer, Director, Member, Associate, appointee, or employee may enter into lawsuits, or other legal actions or administrative proceedings on behalf of the IRF without the expressed approval of the Board or as permitted by the Bylaws and/or these Regulations

R25. Code of Ethics in conducting IRF business and activities.

In conducting business and activities which are connected with the IRF, Officers, Directors, employees and members of any committee or working group (Interested Persons) shall follow these guidelines:

- a) Ethical Conduct. Be honest and ethical in his or her conduct, including ethical handling of actual or apparent conflicts of interest between personal and professional relationships. An Interested Person should not engage in activities

which have or may have the appearance of impropriety or conflict of interest, or that may call into question the actions or integrity of the Corporation, or of the Interested Person as he or she relates to the Corporation.

b) Legal Compliance. Comply with applicable laws and regulations, including the California Nonprofit Integrity Act of 2004, and report his or her concerns to the appropriate person if it appears that any other director, officer, employee or contractor of the Corporation is not complying with applicable laws or regulations with respect to the Corporation's business.

c) Confidentiality. Maintain the confidentiality of all internal information about the Corporation, including its donors, clients and beneficiaries, except when authorized or otherwise legally obligated to disclose such information.

d) Fair Dealing. Deal fairly with the Corporation's staff, donors, volunteers, beneficiaries and suppliers.

e) Protect Assets. Protect and ensure the proper use of the Corporation's assets, including its name, goodwill, donor community and reputation.

f) Personal Influence. Be mindful of the interaction between his or her relationships inside and outside of the Corporation and not allow inappropriate personal influence over the affairs of the Corporation.

g) Commitments. Do not "speak for" the Corporation or make or imply commitments by the Corporation without proper internal authorization and communication.

h) Loans. The Corporation should not make loans to Interested Persons except to induce people who have been offered a position to join the Corporation, as approved by the Board.