

Directors Code of Conduct

The Code of Conduct sets out the professional standards MAUK requires as a condition of membership in the Director Board. It applies to all members, irrespective of the role they fulfil. Members are expected to exercise their judgment (which should be made in such a way as to be reasonably justified) to meet the requirements of the code and seek advice if in doubt.

All Director Board (DB) members must:

- 1) Abide by the constitution of the MAUK.
- 2) Always uphold the principles and values of the MAUK.
- 3) Abide by all policies implemented by the DB that are statutory requirements.
- 4) Always conduct themselves dignified and respectfully whilst being a DB member.
- 5) Conduct their professional activities without discrimination on the grounds of sex, sexual orientation, marital status, nationality, colour, race, ethnic origin, religion, age or disability, or of any other condition or requirement.
- 6) Promote equal access to the benefits of MAUK and promote the inclusion of all sectors of society wherever opportunities arise.
- 7) Respect and value alternative viewpoints and seek, accept and offer honest and constructive criticisms of work.
- 8) Not be associated with any activities that are deemed illegal.
- 9) Refrain from any activities that would bring the MAUK or the Malayalee community into disrepute.
- 10) Provide true and accurate information that is required for CRB checks.
- 11) Refrain from volunteering or undertaking tasks that will replicate MAUK services or activities or contradict MAUK's aims and objectives.
- 12) Disclose all management roles and other interests in any other organisations, and if the position is deemed a conflict of interest by a majority decision of the DB, be prepared to step down from the Board.
- 13) Commit at least 20 hours (including meetings) per month to fulfil the duties and responsibilities of a DM member.
- 14) Endeavour to attend all meetings and events held by the MAUK.
- 15) Make themselves available for training and courses arranged by the MAUK.
- 16) Attend meetings regularly and send an apology if unable to attend. If a director is absent for three consecutive meetings, then they can be automatically dismissed by DB if the reasons given are not considered adequate.
- 17) NOT disclose or authorise to be disclosed, or use for personal gain or to benefit a third party, confidential information about MAUK or its members except with the permission of the DB, or as required by Legislation.

- 18) Notify immediately if convicted of a criminal offence or upon becoming bankrupt or disqualified as a Company Director, and in each case, give details of the relevant jurisdiction.
- 19) Disclose any business or personal interests at the earliest possible stage if an item discussed at the board meeting may have a financial or other beneficial interest to a director or his immediate family members.
- 20) Not be under the influence of intoxicating material when representing the MAUK and at MAUK meetings and events.

