



## DSRA Board of Directors Code Of Ethics

The DSRA membership has the right to expect that its leadership shall represent them and their interests in a highly professional and ethical manner as their actions reflect directly upon the membership of the DSRA. In order to assure that this expectation is met, all newly elected DSRA Board members shall be required to read, understand, sign, and comply with the following:

### 1. General Standards

**Professional competence:** A Board Member shall undertake only those responsibilities and assignments that he/she can reasonably expect to perform with professional competence.

**Due Professional care:** A Board Member shall exercise due professional care in the performance of his/her duties. A Board Member shall not knowingly fail to comply with the requirements of the documents as long as the documents comply with the law.

**Planning and supervision:** A Board Member shall adequately plan and supervise/execute all his/her assigned duties and functions for the DSRA.

### 2. Integrity, Objectivity, and Fiduciary Obligation

A Board Member shall not knowingly make an untrue statement of a material fact or knowingly fail to state a material fact in order to achieve any measure of personal gain for him/herself or any affiliated company from which he/she may benefit. Board members have the fiduciary obligation to engage in all decisions, actions, and representations with the best interest of the DSRA and its members in mind.

### 3. Operating Standards

A Board Member shall be familiar with and comply with the DSRA Bylaws, Policy Statements, and Operating Procedures as set forth by the DSRA. [DSRA governance documents](#)

### 4. Professional Courtesy

All Board Members shall exhibit professional courtesy to all DSRA members, fellow Board Members, Committee Members, and providers' representatives.

Such professional courtesy shall include not interfering with the contractual relationships between the DSRA's contractors, vendors, suppliers, and employees. Board Members shall address each other, and DSRA members, with respect, even when in disagreement.

### 5. Conflicts of Interest

No Board Member, or employee of a Board Member, shall use his/her position to enhance his/her own financial status through recommendation of vendors, suppliers, or contractors that may pay a gratuity to the Board Member. In addition, any situation that may appear as a conflict of interest must be disclosed in writing to the Board at the earliest opportunity. Any dealings with related parties must be fully disclosed to the DSRA Board and the appropriate abstention must be noted in the minutes on all discussion and voting relating to the perceived conflict of interest. DSRA Board Members are required to annually sign a Conflict of Interest Questionnaire as stated in the DSRA Conflict of Interest Policy.

## 6. Gratuities

Gratuities of any kind are unacceptable.

## 7. Use of DSRA Funds

No Board Member shall use any funds being held for DSRA business for personal use. All funds held in bank accounts must be completely segregated and not commingled with any Board Member's funds.

## 8. Related Entities

Any engagement of a company or individual related to any Board Member in any way must be disclosed to the DSRA Board. This disclosure must be made in writing and approved by the DSRA Board for the Board Member to remain active.

## 9. Limitations of Practice

A Board Member engaged in the practice of another profession shall not perform such other services for the DSRA while serving as a Board Member if the performance of such services is likely to result in a conflict of interest, real or perceived.

## 10. Board Member's Pledge

I understand the policy of DSRA Inc. is that the Board Members, Officers, Management, Leadership, and employees shall work together in a cooperative spirit for the best interests of all the members of the DSRA.

Therefore, I promise to:

- Maintain a positive and supportive attitude in my position as a Board Member and toward my fellow Board Members.
- Refrain from harassing, intimidating, or publicly making derogatory comments about fellow DSRA Board Members, Committee Members, leadership, members, employees, providers, or managers.
- Work with my fellow Board Members in a cooperative manner.
- Represent the total DSRA membership and not any special interest group.
- Use my influence to enhance the reputation of the DSRA and maintain the mutual respect that currently exists between the DSRA members and the DSRA Board.
- Not share highly sensitive information, and shall respect the privacy of all DSRA members.
- Use DSRA Communication networks only with approval in the best interests of the DSRA and not for personal or unilateral use.
- Obey all DSRA bylaws, rules and regulations, and pay all fees and assessments on time.

Board Member:

Date:

*Signed, or typed if submitted with email*