

Board Code of Conduct

Background

The Australian Fodder Industry Association (AFIA) is the peak body for the Australian fodder industry. It is a not-for-profit public company limited by guarantee. The organisation is member-based, comprised of fodder industry producers and supply chain partners, from across the country.

The member of the Board of Directors of AFIA are bound by this Code of Conduct.

General principles

ACT IN AFIA'S BEST INTEREST

Directors should:

- always act in good faith and in the best interests of AFIA as a whole and value its reputation
- undertake their duties with care and diligence in accordance with their legal obligations.
- use their powers for a proper purpose and exercise their authority responsibly and within their limits.
- behave in a way that brings credit to AFIA.
- take all reasonable steps to be satisfied as to the soundness of all decisions taken by the Board, in line with a Director's obligation to be independent in judgement and actions.
- ensure confidential information received by a director in the course of their duties remains the property of the Company and is not disclosed.

ACT WITH HONESTY AND INTEGRITY

Directors should:

- act honestly and with integrity in all their dealings for AFIA.
- not make promises or commitments they know AFIA does not intend, or would be unable, to honour.
- always speak the truth, and not knowingly mislead directly or indirectly or make false statements or mislead by omission.
- not use AFIA's name, property, or information to further any personal or other business transaction.

TREAT OTHERS WITH RESPECT AND VALUE DIFFERENCES

Directors should:

- treat all people they encounter through their AFIA work with dignity and respect.
- make any appointment decisions based on merit, and not on attributes that are irrelevant to appointment or performance.
- never unlawfully discriminate, harass, or bully anyone in their AFIA dealings.

IDENTIFY AND MANAGE CONFLICTS OF INTEREST

Directors should:

- fully disclose active private or other business interests promptly and any other matters that may lead to potential or actual conflicts of interest. These disclosures should occur at the annual review of the AFIA Directors' Register of Interests and/or as individual circumstances change and/or at the commencement of Board meetings.

- refrain from, and avoid being engaged in, any decision-making capacity with respect to AFIA decisions in relation to matters, persons or entities which involve an actual or perceived conflict of interest.
- avoid any financial or other interest that could compromise or be perceived to influence the impartial performance of their duties.
- not improperly use AFIA's information for personal financial or other gain, nor to obtain any financial or other benefit for any other person or business.
- comply with the AFIA Constitution, and any other AFIA policies concerning Director's disclosure of interests and the handling of conflicts of interest.

NOT MAKE OR RECEIVE IMPROPER PAYMENTS, BENEFITS OR GAINS

Directors should:

- never accept or offer any improper payment or benefit in connection with their role as an AFIA Director.
- never accept any gift, reward, or entertainment, including discounted products, free travel, or accommodation, if it could create any obligation or expectation that could conflict with their role as an AFIA Director.
- not use their status as a Director to seek personal gain from those doing business or seeking to do business with AFIA.

ABIDE BY AND COMPLY WITH THIS CODE, THE LAW AND AFIA POLICIES AND PROCEDURES

Directors should:

- be familiar and comply with all relevant laws and regulations applicable to them. Directors must not take any action, or fail to take any action, that may breach the law or applicable AFIA policies, procedures, or practices.
- complete all induction and education programs required of them by the Board to build and maintain their awareness and understanding of relevant laws, policies, procedures, and practices.
- comply with the spirit as well as the letter of the law and this Code.

PUBLIC COMMENT

Directors should:

- not make or appear to make statements or public comments on behalf of AFIA, without consultation with the Chief Executive Officer and/or Chair and unless authorised to do so. (Public comment includes public speaking engagements, comments in the media, views expressed in letters to newspapers, in online services such as social media, or in publications).
- discuss/refer requests for media statements to the CEO.
- if required to engage with the media, first contact the CEO who will ensure an appropriate media briefing.
- not engage in public commentary unless they have received a media briefing and are authorised to do so.
- not access, use, disclose or release any internal AFIA documents or confidential information or privileged information.

I have read and understood this Board Code of Conduct and I agree to abide by it.

Signed	
Name	
Date	