

Pride London Festival Code of Conduct

The following Code of Conduct (“the Code”) is designed to allow the organization to preserve the integrity and credibility with the public and within the organization.

This Code applies to all Board Directors of Pride London Festival.

- Always act with fairness, honesty, integrity and openness; respect the opinions of others and treat all with equality and dignity without regard to ancestry; Nationality or national origin; Ethnic background or origin; Religion or creed or religious belief, religious association or religious activity; Age; Sex, including sex-determined characteristics, such as pregnancy; Gender identity; Sexual orientation; Marital or family status; Source of income; Political belief, political association or political activity; Physical or mental disability; Social Disadvantage

- Promote the mission and objectives of the organization in all dealings with the public on behalf of the organization.

- Provide a positive and valued experience for those participating in events and programs within and outside of the organization.

Accountability

- Act with honesty and integrity and in accordance with any professional standards and/or governing laws and legislation that have application to the responsibilities you perform for or on behalf of the organization.

- Comply with both the letter and the spirit of any training or orientation provided to you by the organization in connection with those responsibilities.

- Adhere to the policies and procedures of the organization and support the decisions and directions of the Board of Directors and its delegated authority.

- Take responsibility for your actions and decisions. Follow reporting lines to facilitate the effective resolution of problems. Ensure that you do not exceed the authority of your position.

Pride London Festival Code of Ethics

All activities undertaken by Pride London Festival personnel must be conducted in a lawful, responsible and ethical manner. This will ensure that the organizations reputation for honesty, integrity and the faithful service to London and Ontario's gender, sexual and relationship diverse community is maintained and enhanced.

Safety, Security and Accessibility

Pride London Festival will:

- Put safety and security for all of its programming participants as a top priority.
- Take all necessary steps to minimize the risk of sickness, disease, injury and death to director, volunteers, contractors and members of the community and public from the organizations activities.
- Not practice or tolerate any workplace-related discrimination, harassment, violence or reprisal.
- All Pride London Festival volunteers are responsible for taking all necessary actions to protect themselves and other people.
- Will make all reasonable efforts to ensure events are accessible to all participants and members.

Abiding by the Law

Pride London Festival will at a minimum, observe the letter and spirit of the laws of the land. This includes filling all required permits, licenses and fillings for the organizations operations.

Conflicts of Interest

All Pride London Festival directors must disclose to the Board of Directors any real or perceived conflicts of interest as soon as they are aware of the real or perceived conflict of interest.

Purchase of Goods or Services

The purchase of goods and services is based on sound business criteria such as price, quality, quantity, delivery, service and duly approved purchasing preferences.

Purchasing decisions will not be based on favoritism, prejudice, preferential treatment or personal gain.

The purchasing process will be open and transparent to all suppliers and will go through a competitive bid process when required. A purchase will be negotiated

with a single supplier only if authorized by policy. The organization will not tolerate any anti-competitive behavior including collusion, contact rigging, price fixing and leaking confidential supplier information.

Purchases should not be made if the organization would be subject to valid criticism or embarrassment if the details of the purchase become public knowledge.

Fraud, Theft and Due Process

Pride London Festival will:

- Take all reasonable measures to prevent and deter fraud and the theft of the organization's assets.
- Investigate allegations of fraud or theft in a thorough and consistent manner.
- Respect the privacy, dignity and reputation of our volunteers.
- Ensure that any volunteer suspected of fraud or theft is granted due process.

Release of Organization Information

We will at a minimum comply with all legal requirements to provide full and complete reporting to Government, regulatory agencies and the membership. When considering the release of information, directors are responsible for ensuring the information is not confidential.

Fiscal Integrity

Directors are expected to use the organization's assets in a manner that will preserve and maximize their value.

Pride London Festival will comply with accepted accounting practices and established internal controls. Financial records will fully and accurately account for, and report, all assets, liabilities and transactions. Accordingly, no payment will be approved or made without adequate supporting documentation and processes, and no payment is to be used for any purpose other than that which is recorded.

Truth in Communications

Pride London Festival will adhere to truth in our communications.

Environmental Responsibility

Pride London Festival will plan and carry out the organizations activities in an environmentally responsible fashion, consistent with the principles of sustainable development.

Respect for Others

Pride London Festival will be respectful of all people with whom we have dealings.