

CODE OF CONDUCT FOR TRUSTEES, OFFICERS AND VOLUNTEERS ACTING ON BEHALF OF THE TRUST

This Code of Conduct sets ethical standards for the Trustees, Officers and volunteers (acting on behalf) of Exeter City AFC Supporters Society Limited (the Trust), hereafter referred as Trust representatives.

Trust representatives will pursue the highest standards of ethical conduct in the interests of Members of the Trust, Exeter City Football Club, employees, creditors and all other stakeholders.

The following principles govern their conduct.

1. HONESTY, INTEGRITY AND COMMITMENT

- i. Trust representatives shall act honestly and with integrity in all their dealings on behalf of the Trust.
- ii. Trustees and officers will make their best endeavours to attend meetings of the Board of Society (the TB) of the Trust, and not be absent without good reason. Other Trust representatives should attend as and when requested.
- iii. Trustees and Officers will devote sufficient time and attention to the Society in order to fulfil their duties as a Trust representative.
- iv. Trust representatives will not discriminate on the grounds of people's race, religion, gender, marital status or disability.
- v. Trust representatives will not make promises or commitments that the TB does not intend, or would be unable, to honour.
- vi. Trust representatives have collective responsibility. They are bound by the decisions of the TB and when representing the Trust will support those decisions outside the TB environment.
- vii. Trust representatives conduct, at all times, will be such that their honesty is beyond question.
- viii. Trust representatives conduct, at all times, will be such that it upholds the reputation and good name of the Trust.
- ix. Trust representatives shall adhere to the truth, and not mislead directly or indirectly nor make false statements, nor mislead by omission.
- x. Trust representatives shall treat everyone with whom they have dealings as a Trustee with personal respect and politeness.

2. PERSONAL TRANSACTIONS

- i. Trust representatives personal or other business dealings will be kept separate from their dealings as a Trustee of Exeter City F.C. Supporters Trust.
- ii. Trust representatives shall not use the name of Exeter City AFC Supporters Society Limited, the Trust or Exeter City A.F.C. Limited to further any personal or other business transaction not related the Trust or Exeter City A.F.C. Limited or its business interests.
- iii. Trust representatives shall use goods, services and facilities provided to them by the Trust, Exeter City A.F.C. Limited or associated business, strictly in accordance with the terms on which they are provided.

3. CONFIDENTIALITY OF INFORMATION

- i. Trust representatives will ensure that confidential information (or any information that could be considered to be of a sensitive nature) relating to the TB or the Football Club's operations, its customers, employees, creditors or associated businesses is not given either inadvertently or deliberately to third parties unless that information is required by law or a regulatory body.
- ii. Trust representatives will not use information obtained by them as a Trustee or Officer of the Trust for personal financial gain, nor will that information be used to obtain financial benefit for any other person or business.
- iii. Trust representatives shall respect the privacy of others.



We Own Our Football Club

Exeter City Supporters Trust
St James Park, Stadium Way, Exeter, EX4 6PX

Incorporated as Exeter City AFC Supporters' Society Ltd and registered (29339R) as a Community Benefit Societies under the Cooperative and Community Benefit Societies Act 2014

4. DISCLOSURE OF INTERESTS

- i. Trust representatives shall fully disclose promptly any private or other business interests or any other matters, which may lead to potential or actual conflicts of interest.

5. ABIDING BY THE LAW

- i. Trust representatives shall abide by the law at all times.

6. PAYMENTS, GIFTS, ENTERTAINMENT AND TRAVEL

- i. Trust representatives shall not use their status as a Trust representative of Exeter City F.C. Supporters Trust to seek personal gain from those doing business or seeking to do business with the Club. Trust representatives shall not accept any personal gain of any material significance if offered.

7. FAILURE TO ABIDE BY THE CODE OF CONDUCT

- i. Trust representatives whose behaviour or actions are contrary to the spirit of this Code may be subject to such disciplinary sanctions as imposed by the TB after due process and, if appropriate, appeal or arbitration.
- ii. Any allegation of Trust representative's failure to honour the Code must be made in writing to the Chairman of the TB, or if relating to the Chairman of the TB, to the Secretary. The accused Trustee or Officer will be given written notice of the allegation and asked to respond within 14 days. However, should the complaint relate to personal behaviour during a formal meeting of the Trust or any properly constituted committee, then the meeting can consider a verbal motion to exclude the offender from the rest of the meeting without notice.
- iii. The TB, or any properly appointed sub-committee, will make such enquiries as deemed necessary, including the right to call a hearing of all interested parties and will rule on the outcome of those enquiries and report the findings to the TB for ratification and/or further action. In the case of calling a hearing, all parties will receive 14 days' notice of the date, place and time of such a hearing.
- iv. Sanctions available to the TB will include formal reprimand, orders of specific performance, suspension and ultimately, recommend expulsion from the TB.

I confirm that I have read the Code of Conduct and agree to be bound by its provisions.

Signed:

Dated:

Print Name:

Document Change Log

Change	Date	Who
Changed header to reflect registration as a Community Benefit Society (previously Industrial & Provident).	9 th November 2018	Nick Hawker
Added 'Officer' to all terms and conditions within the policy	21 st January 2019	Nick Hawker
Added 'volunteer' to all terms and conditions within the policy	27 th January 2020	Nick Hawker
Reviewed and agreed at Trust Board	10 th February 2020	Nick Hawker
Added line references to each condition.	27 th August 2024	Nick Hawker