



## **NAAHP Leadership Code of Ethics**

### **I. Personal and Professional Integrity**

All staff & Board members of the organization will act with honesty, integrity, and transparency in all their dealings with each other and as organizational representatives. The organization promotes a working environment that values respect, fairness, integrity, and collaboration.

### **II. Support of Mission**

NAAHP's mission and purpose, as our Board of Directors endorsed, is dedicated to the greater good and all our programs align with this mission. Our leadership is committed to and understand this mission, which is tailored to the needs of our stakeholders.

### **III. Governance and Accountability**

The organization has an active Board of Directors responsible for setting the mission and strategic direction of the national organization and oversight of the organization's finances, operations, and policies. The Board of Directors:

- Exercises reasonable care, good faith, loyalty, and due diligence in all organizational affairs.
- Has a conflict-of-interest policy that ensures that any conflicts of interest or the appearance thereof are avoided or appropriately managed for the protection and benefit of the organization.
- Ensures that the organization conducts all transactions and dealings with integrity and honesty.
- Ensures the organization promotes working relationships with board members, staff, volunteers, and program beneficiaries based on mutual respect, fairness, and openness.
- Ensures that the organization is fair and inclusive in its hiring and promotion policies and practices for all board, staff, and volunteer positions.
- Ensures that the resources of the organization are responsibly and prudently managed.
- Ensures that the organization can carry out its programs effectively.

### **IV. Legal Compliance**

The organization is knowledgeable of and complies with all applicable laws, regulations, and international conventions.

### **V. Financial Stewardship**

The organization's Board of Directors manages its funds responsibly and prudently. This includes the following considerations:

- It spends a reasonable percentage of its annual budget on programs in pursuit of its mission.
- It spends an adequate amount on administrative expenses to ensure effective accounting systems, internal controls, competent staff, and other expenditures critical to professional management.
- It compensates staff and any others who may receive compensation reasonably and appropriately.
- It has reasonable fundraising costs, recognizing the various factors that affect such costs.
- It ensures that all spending practices and policies are fair, reasonable, and appropriate to fulfill the mission of the organization; and,
- It ensures that financial reports are complete and accurate in all material respects.

## **VI. Transparency and Disclosure**

The organization provides comprehensive and timely information to the public and all stakeholders and promptly responds to reasonable requests for information. All information about the organization will fully and honestly reflect the policies and practices of the organization. Basic information about the organization, such as Form 990, compilations, and audited financial statements, will be available to the public upon request. All financial, organizational, and program reports will be complete and accurate in all material respects.

## **VII. Program Evaluation**

The organization regularly reviews program effectiveness and has mechanisms to incorporate lessons learned into future programs. The organization is committed to improving program and organizational effectiveness and develops mechanisms to promote learning from its activities in the field. The organization is responsive to changes in its area of activity and the needs of its constituencies.

## **VIII. Inclusiveness and Diversity**

The organization has a policy of promoting inclusiveness and diversity in its leadership, staff, board, and volunteers to enrich its programmatic effectiveness. The organization takes meaningful steps to promote inclusiveness and diversity in its hiring, retention, promotion, leadership & board recruitment and of constituencies served.

We believe in diversity and inclusiveness and welcome volunteers from all backgrounds and perspectives to join our team and contribute to our mission.

<b>Responsible Party:</b> NAAHP Board of Directors		
<b>Date:</b> 01/05/2023		<b>Board Approval:</b> 03/22/2023
<b>Next Review Date:</b> 03/22/2025		