

CODE OF ETHICS POLICY

PURPOSE

This policy reflects a code of conduct that requires directors, officers and employees of the Center for Independence North Sound (CFINS)), including volunteers, to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. Employees and representatives of CFINS must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations.

CODE OF ETHICS

The directors, officers and employees (paid and volunteer) of CFINS are expected to adhere to high standards of ethical conduct. Although it is impossible to describe all conduct that is subject to scrutiny, this policy specifically requires the following:

1. Dedication to CFINS's mission, vision, and core values and recognition that the chief function of CFINS at all times is to serve the best interests of its consumers.
2. Responsible and prudent management of CFINS's funds and assets.
3. Honest and ethical conduct, including the ethical handling of actual or apparent conflicts of interest between personal and professional relationships.
4. Full, fair, accurate and timely disclosure of relevant facts in all reports and documents dealing with programs, services, governance, finances, and business administration.
5. Treatment of all persons with respect, equity, and fairness regardless of race, religion, gender, ability, age, sexual orientation, or national origin.
6. Respect and protection of confidential and/or privileged information to which CFINS staff and board members have access in the course of carrying out their responsibilities.
7. Prompt internal reporting of code violations to an appropriate person or persons within the organization.
8. Personal accountability for adherence to this Code of Ethics.
9. Adherence to the tenets of independent living philosophy.

I have read and understand the above Code of Ethics Policy:

Employee Signature

Date