

**National Peace Corps Association
Code of Ethics and Conduct (CEC)
Updated 3 March 2018**

Vision

A united and vibrant Peace Corps community

Mission

The mission of the National Peace Corps Association (NPCA) is to champion lifelong commitment to Peace Corps ideals.

Code of Ethics

Given its mission, the NPCA has adopted a code of ethics and conduct to guide its directors, committee members, staff, interns, fellows and volunteers in their conduct when acting on behalf of NPCA. The CEC contains broad principles that reflect how those who represent NPCA should act toward constituents, donors, employees, peers and the public.

This policy is not intended as a stand-alone policy. It does not embody the totality of NPCA ethical standards, nor does it answer every ethical question or issue that might arise. Rather, it is one element of a broader effort to create and maintain a quality organization that gives ethical conduct the highest priority. This CEC will be reviewed periodically.

Open Door Policy

The NPCA open door policy assures that employees are free to share their questions, concerns, suggestions or complaints with someone in a management or leadership position who can address them properly.

Board Directors, committee members and staff should:

1. Listen to NPCA stakeholders and make all reasonable efforts to address their needs and concerns within the scope of our mission,
2. Strive for excellence and innovation and demonstrate professional respect and responsiveness to constituents, donors and others.
3. Make an effort to understand, respect and support our constituents from other cultures, and contribute to an organizational culture that respects the diverse, individual contributions of members and others in the Peace Corps community.
4. Respect the confidentiality of sensitive information about NPCA, its members, constituents, donors, board and employees.
5. Comply with applicable federal, state, and local laws and regulations and fulfill all fiduciary responsibilities in an effort to create transparency in all NPCA operations.
6. Support the Board of Directors (Board) in providing credible and effective oversight of NPCA's work without personal bias.
7. Not solicit or accept commissions, gifts, payments, loans, promises of future benefits or other items of value from anyone who has or may seek some benefit from NPCA in return, other than occasional gifts of nominal value that are in keeping with good business ethics.
8. Abide by the bylaws, policies, and other governing documents of NPCA.

9. Be accountable for adhering to this Code of Ethics and Conduct (CEC)
10. Implement and follow a Conflict of Interest Policy.
11. Implement and follow a Whistleblower Policy.
12. Act at all times in accordance with the highest ethical standards and in the best interest of NPCA, its members, constituents, donors and reputation.
13. Not make statements that are knowingly false or with reckless disregard for their truth.
14. Honor NPCA commitments and promises to the best of one's abilities and NPCA's resources.
15. Appropriately acknowledge contributions from other individuals and organizations that help facilitate NPCA goals.
16. Not be deceptive in fundraising activities or in reaching out to engage new members to join NPCA.

Compliance, Monitoring and Reporting

NPCA President & CEO or his/her designee is responsible for communicating this Code of Ethics and Conduct (CEC) to all Board directors and Board committee members, as well as to staff, interns, fellows and volunteers, and for ensuring adherence to this CEC at all times.

This document replaces policy #2016001G, which was approved 20 June 2016.