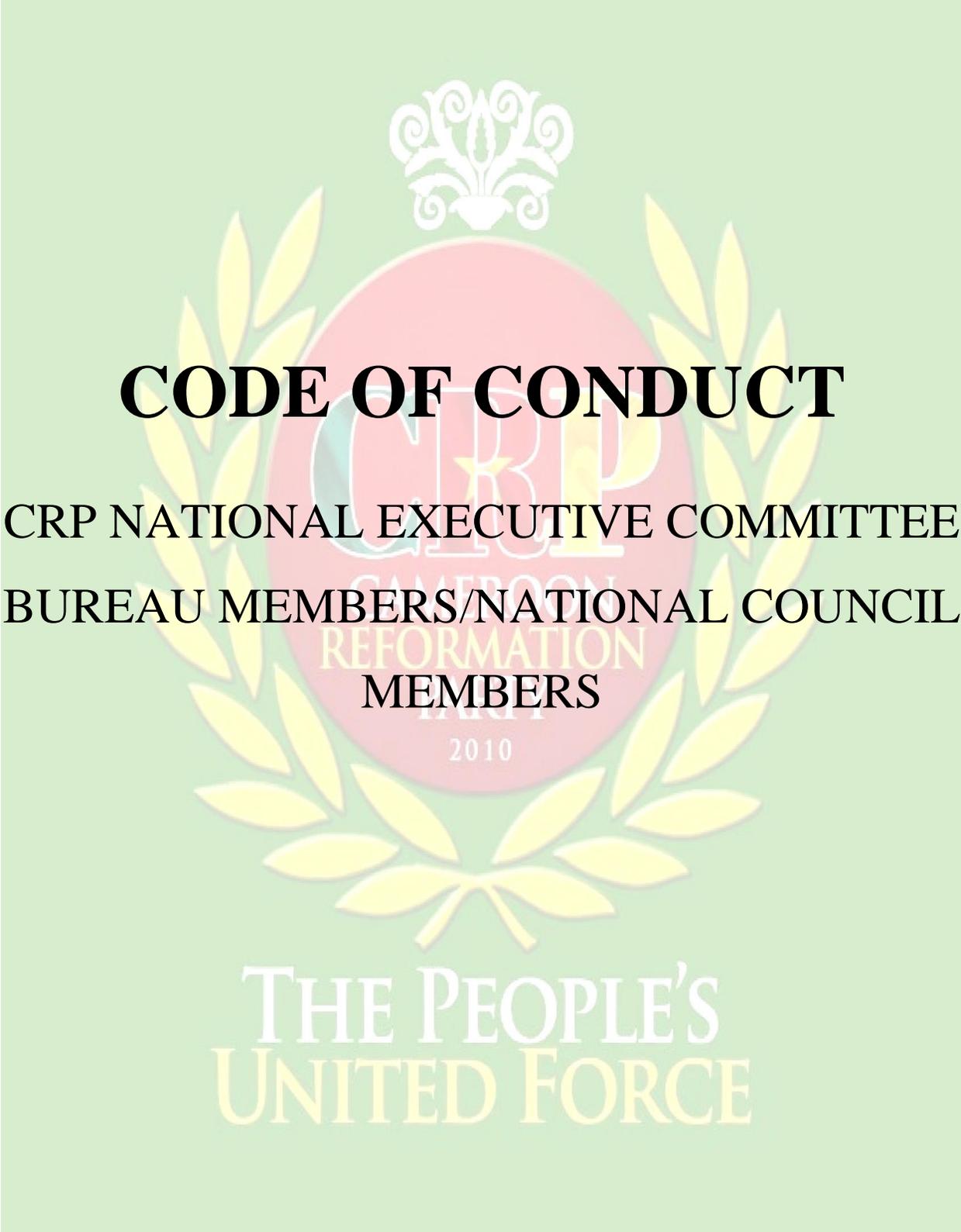




THE PEOPLE'S
UNITED FORCE



CODE OF CONDUCT

**CRP NATIONAL EXECUTIVE COMMITTEE
BUREAU MEMBERS/NATIONAL COUNCIL
MEMBERS**

2010

**THE PEOPLE'S
UNITED FORCE**

1. BACKGROUND

- 1.1. The Cameroon Reformation Party (CRP), was established in 2010 in the United Kingdom and is an independent political and non-profit making organisation. One of its primary aims is to promote peace, unity and social progress in a democratic Cameroon. This code of conduct forms an essential part of that aim. Unless explicitly stated otherwise, the term “Committee” in this document refers to the CRP Executive Committee and to all CRP Sub and Regional Committees.

2. CODE OF CONDUCT PRINCIPLES

- 2.1. Committee members shall uphold the good standing and reputation of the CRP at all times.
- 2.2. The Executive Committee reserves the right to suspend or expel any Committee member for conduct prejudicial to the policy, interest or prestige of the party.
- 2.3. All Committee members are expected to support the aims of the Party and are bound to uphold standards prescribed in the CRP Policies and Practices.
- 2.4. All Committee members are expected to put the aims and good reputation of the Party before their personal interests and are not to make profits as a result of their activities in their CRP role.
- 2.5. Liaison, teamwork and negotiation will be primary Committee aims.
- 2.6. The Party's Executive Committee shall keep this Policy under regular review.

3. VALUES

3.1. Committee members will respect and uphold the values of CRP regarding: Inclusiveness – the Executive Committee recognise that diversity is strength and will seek to involve all members as active participants in the Party. Responsiveness – the Executive Committee will strengthen the efforts of members to meet the Party's needs and make a difference. Respect - the Executive Committee will treat others as we expect to be treated, consider each individual's unique talents and operate in a spirit of cooperation. Quality – the Executive Committee will strive for excellence in the delivery of our services and activities. Connectedness – the Executive Committee will work with others in our sub and regional teams to enhance community well-being. Accessibility – the Executive Committee will provide fair and open access to volunteer opportunities and support. Forward looking – the Executive Committee will recognise the need for continual review and improvement. Impact focused – the Executive Committee believe that success is measured by outcomes, and will seek to deliver results that benefit both members and the Party

4. GENERAL

Committee members are expected to:

4.1. Act within the governing documents of the CRP and the law, and abide by the policies and procedures of the Party. This includes having a knowledge of the contents of the CRP's Constitution and relevant policies and procedures.

- 4.2. Support the objects and mission of CRP, championing it, using any skills or knowledge they have to further that mission and seeking expert advice where appropriate.
- 4.3. Be active Committee Members as elected, making their skills, experience and knowledge available to the CRP.
- 4.4. Respect Society, Committee and individual confidentiality, while never using Party or committee confidentiality as an excuse not to disclose matters that should be transparent and open. Individual confidentiality must always be respected.
- 4.5. Develop and maintain a sound and up-to-date knowledge of the CRP and its aims and objectives. This will include an understanding of how the CRP operates, the social, political and economic environment in which it operates and the nature and extent of its work.
- 4.6. Use CRP's resources responsibly, and when claiming expenses, do so in line with CRP's procedures.
- 4.7. Seek to be accountable for their actions as a Committee member of the CRP, and submit to whatever scrutiny is appropriate.
- 4.8. Accept the responsibility to ensure that the CRP is well run and to raise issues and questions in an appropriate and sensitive way to ensure that this is the case.

5. MANAGING INTERESTS

Committee members will:

- 5.1. Not gain materially or financially from their involvement with the CRP unless specifically authorised to do so.

- 5.2. Act in the best interests of the CRP as a whole, and not as a representative of any group – considering what is best for the Party while avoiding bringing the party into disrepute.
- 5.3. Unless authorised, will not put themselves in a position where their personal interests conflict with their duty to act in the interests of the party, for example will not engage in the selection process for any paid position for which they are also a candidate. Where there is a conflict of interest they will ensure that this is managed effectively in line with the CRP's policy.
- 5.4. Understand that a failure to declare a conflict of interest may be considered to be a breach of this code.

6. MEETINGS

Committee members must:

- 6.1. Attend all appropriate meetings and other appointments or give apologies. If they cannot regularly attend meetings they will consider whether there are other ways they can engage with the party.
- 6.2. Prepare fully for all meetings and work for the Party. This will include reading papers, querying anything they do not understand, thinking through issues before meetings and completing any tasks assigned in the agreed time.
- 6.3. Actively engage in discussion, debate and voting in meetings; contributing in a considered and constructive way, listening carefully, challenging sensitively and avoiding conflict.

- 6.4. Participate in collective decision-making, accept a majority decision of the Committee and will not act individually unless specifically authorised to do so.

7. GOVERNANCE

Party members must:

- 7.1. Actively contribute towards improving the governance of the Committee participating in induction and training and sharing ideas for improvement with the Committee.
- 7.2. Help to identify good candidates for Committee membership at the CRP and, with fellow Committee members, appoint new Committee members in accordance with agreed selection criteria.

8. RELATIONS WITH OTHERS

Committee members will:

- 8.1. Endeavour to work considerably and respectfully with all those they come into contact with, respect diversity, different roles and boundaries, and will endeavour to avoid giving offence.
- 8.2. Recognise that the roles of Committee members, other volunteers and members of CRP are different, and will seek to understand and respect the difference between these roles.
- 8.3. Where they also volunteer with the Party, will maintain the separation of their role as a Committee member and as a volunteer.
- 8.4. Seek to support and encourage all those they come into contact with, in particular

recognising their responsibility to support the chairperson and the Executive Committee.

- 8.4. Not make public comments about the organisation unless authorised to do so. Any public comments they make about the CRP will be considered and in line with organisational policy, whether made as an individual or as a Committee member.

9. LEAVING THE COMMITTEE

- 9.1. Substantial breach of any part of this code may result in a duly constituted meeting of the Executive Committee which will consider whether a committee member should be removed from the Committee, and that may result in their being asked to resign from the Committee.
- 9.2. Should this happen the Committee will : Inform the member of the reasons why it is proposed to remove them from the Committee; Give the member at least 21 clear days' notice in which to make representations to the Committee as to why they should not be removed; Consider at a meeting after that time any representations which the member makes as to why they should not be removed; and Allow the member, or their representative, to make those representations in person at that meeting, if they so choose.
- 9.3. In the event that a committee member is asked to resign from the Committee they will accept the majority decision of the Committee in this matter and resign at the earliest opportunity.
- 9.4. Any member wishing to cease being a Committee member at any time will inform the Chairperson in advance (giving as much notice as possible) in writing, stating their reasons for leaving.