ITE CANADA District

150 Elgin Street, 8th Floor
Ottawa, ON K2P 1L4

itecanada.org

A Canadian Non-Profit Corporation registered as
Canadian Institute of Transportation Engineers

Board Member's Code of Conduct Policy

1. Purpose

This policy defines the code of conduct expected of members of the ITE Canada Board of Directors.

2. Scope

This policy applies to all members of the ITE Canada Board of Directors.

3. Policy

The Board of Directors is committed to teamwork and effective decision-making. Towards this end, board members will:

- Endeavour to represent the broader interests of members and/or interestholders
- Seek to balance their contribution as both an advisor and learner
- Be honest with others and true to themselves
- Refrain from trying to influence other board members outside of board meetings that might have the effect of creating factions and limiting free and open discussion
- Be willing to be a dissenting voice, endeavor to build on other director's ideas, offer alternative points of view as options to be considered and invite others to do so too
- On important issues, be balanced in one's effort to understand other board members and to make oneself understood
- Once a Board decision is made, support the decision even if one's own view is a minority one
- Not disclose or discuss differences of opinion on the board with those who are not on the board. The board should communicate externally with "one voice"

- Respect the confidentiality of information on sensitive issues, especially in personnel matters
- Be an advocate for the organization and its mission wherever and whenever the opportunity arises in their own personal and professional networks
- Disclose one's involvement with other organizations, businesses or individuals where such a relationship might be viewed as a conflict of interest (see Conflict of Interest Policy)

4. History

Action	Date	Approval	Description
Amendment	2026 May 31	ITE Canada Board of Directors	Updated format, minor text changes
New Policy	2019 February 7	CITE Board	

Review Period: 5 years
Due for Review: June 2031