



SINGAPORE TAEKWONDO FEDERATION

CODE OF CONDUCT FOR BOARD MEMBERS

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The Board of the Singapore Taekwondo Federation (STF) is the elected body recognised by Sport Singapore (SportSG), Singapore National Olympic Committee (SNOC), and the World Taekwondo (WT) responsible for the promotion, sanctioning, expansion and strengthening of Taekwondo in Singapore.

Members of the Board are expected to comply and discharge their duties in accordance with the Constitution, and in the best interests of the Federation, as well as the sport in general.

The purpose of this Code of Conduct is to protect the integrity and authenticity of STF by aligning members of the Board with the core values of the federation, requiring them to act honestly, impartially, loyally, subscribing to high standards of professional ethics and behaviour.

This Code of Conduct will be effective from the date of signature of this Code until the end of the current term of office.

This Code of Conduct is based on the “Integrity Standards” set out by STF.

The Integrity Standards require members:

1. Honesty

To act with utmost integrity and honesty at all times, including acting in good faith towards others and with mutual trust and understanding in all their dealings.

To be open about their decisions and the actions they take and give reasons for their decisions.

To promote and support the principle of objective and transparent decision-making.

2. Fulfil Duties

To actively fulfil their duties and responsibilities with STF with all due care and skill and in good faith, and in particular not to act outside of their authority.

3. Clean Sport

To protect and promote clean sport, in compliance with the World Anti-Doping Code and Anti-Doping Singapore Policies (such as may be amended from time to time).

4. Conflict of interest

To ensure that there are no conflicts or incompatibility between their personal interests and the impartial fulfilment of their duties.

To avoid any case of conflict of interest and to disclose any potential conflict of interest.

To act for the benefit of STF when making decisions that affect or may affect the federation, and to do so without reference to their own personal interest, either financial or otherwise.

5. Gifts and Benefits

To ensure that gifts, hospitality or other benefits which are offered, promised, given or received are strictly in accordance with the Conflict-of-Interest clause and Gifts guidelines as set out below:

- Gifts and other benefits of nominal value may be given or accepted by a member as a gesture of respect or friendship.
- In all circumstances, the giving or accepting of cash by a member in any amount is prohibited.

6. Protect assets

To protect the assets of STF and only use or authorize others to use them within the authority granted, and in particular not to misappropriate any such assets regardless of whether this is carried out directly or indirectly through, or in conjunction with, intermediaries or related parties.

7. Proper Conduct

To conduct themselves in a professional and courteous manner, and in particular to refrain from using language or conduct that is obscene, offensive or of an insulting nature towards another person.

To respect the ideas and input of fellow Board members.

To challenge, if the need arises, fellow Board members' views and statements in a constructive, polite and informed manner: to challenge the idea, not the person.

8. Equality

Not to unlawfully discriminate on the basis of race, sex, ethnic origin, colour, culture, religion, political opinion, marital status, sexual orientation or other differences and in particular to encourage and actively support equality of gender in the federation n and in Taekwondo.

9. Dignity

To safeguard the dignity of individuals and not to engage, (directly or indirectly) in any form of harassment, whether physical, verbal, mental, sexual or otherwise.

10. Maintain Confidentiality

Board Members will be required to sign a Non-Disclosure Agreement (NDA) and to refrain from sharing sensitive discussions outside Board meetings.

To respect the obligation of confidentiality in the course of their duties, and to keep confidential all information which is entrusted to them in confidence unless permitted to disclose such information under the Code, or required to disclose such information by law.

In addition, information obtained in connection with the member's role or activities in the federation that is not confidential may not be disclosed for personal gain or

benefit, nor be used maliciously to damage the reputation of any person or organisation.

11. Comply with the Code of Conduct and the Constitution

To comply with the Code of Conduct, and fulfil duties in accordance with the Constitution.

12. Protect the reputation of STF

To protect the reputation of the STF and not act, or fail to act, in any manner which may:

- I. Adversely affect the reputation of STF or Taekwondo generally; or,
- II. Bring STF or Taekwondo into disrepute; or,
- III. Be contrary to the objects of STF; or,
- IV. Be prejudicial to, or adversely affect the interests of STF or Taekwondo.

13. Attendance

To make an effort to attend all meetings and attain at least 75% attendance.
To send apologies for absence to the Secretary General before the meeting, if a member is unable to attend.

14. Breach of the Code

Any member who is in breach of this code may be censured, suspended for a period of time, dismissed or removed by resolution of the other members of the Board.

By signing below, I confirm that:

- I. I have read, understood and accept the Code of Conduct.
- II. I will use my best endeavours to comply with the Code of Conduct at all times and further understand and agree that any breach of the code on my part may well result in disciplinary action and/or dismissal or removal from the Board.

BOARD MEMBER:

Signed

Date

Print Name

**NRIC/Passport No
(last 4 digits)**