The Humane Research Trust CIO
Helping people, saving animals

Trustee Code of Conduct

The Humane Research Trust CIO's values

As a trustee of THRT, I promise to accept and encourage in my behaviours, the fundamental values that underpin all the activity of this organisation.

These are:

Accountability - everything THRT does will stand the test of inspection by the public, the media, charity regulators, members, funders, politicians, and the courts.

Integrity and openness - will be the prevailing characteristics of all trustee conduct when dealing with colleagues, within the charity and likewise when dealing with parties and organisations outside it.

Transparency - trustees strive to maintain a culture of openness throughout the organisation to promote confidence of the public, members, staff, and charity regulators.

Furthermore, as a trustee of THRT I agree to the following points:

Law, purpose and policies

1. I will not break the law or violate charity regulations in any aspect of my role of trustee of THRT
2. I will support the charity's mission, vision, and consider myself its custodian.
3. I will abide by THRT's organisational policies.

Conflicts of interest

4. I will ***always*** endeavour to act in the best interests of the organisation.
5. I will declare any conflict of interest, or any circumstance that might be viewed by others or the Charity Commission as a conflict of interest as soon as it arises.
6. I will submit to the judgment of the Board regarding potential conflicts of interest.

Individual to individual

7. I will not break the law, go against charity regulations or act in disregard of organisational policies in my relationships with fellow trustees, volunteers, members, or anyone I come into contact in my role as trustee of THRT.
8. I will strive to establish respectful, amiable, and courteous relationships with all I come into contact within my role as trustee of THRT.

Protecting the THRT's standing

9. I will not speak as a trustee of this organisation to the media or in a public forum without the prior knowledge and approval of the Chair and chief executive.
10. If for some reason prior consent has *not* been obtained, I will inform the Chair at once when I have spoken as a trustee of THRT to the media or in a public forum.

11. When I am speaking as a trustee of THRT, my comments will reflect current organisational policy and agreed vision, even when these *do not agree* with my personal views.
12. When speaking as a private individual I will strive to uphold the reputation of the organisation and those who work in it.
13. I will *always* respect organisational, board and individual confidentiality.
14. I will take an active interest in the organisation's public image, noting articles, publications, newsletters, social media posts and the like about the organisation, about similar organisations or about important issues appropriate to the charity.
15. I will take care when posting social media comments to avoid a negative effect on THRT.

Individual benefit

16. I will not personally gain materially or financially from my role as trustee, nor will I permit others to do so because of my actions or carelessness.
17. I will document expenses and seek reimbursement according to THRT's published procedure.
18. I will use organisational resources responsibly, when authorised, in accordance with procedures.

Board meetings

19. I will undertake to embody the principles of governance in all my actions and live up to the trust placed in me by THRT.
20. I will abide by board governance procedures, policies, and practices.
21. I will undertake to attend all board meetings, giving apologies in advance to the Chair if unable to attend.
22. I will read the agenda and attendant information sent me, in good time prior to board meetings and *be prepared* to discuss, question and vote on agenda items during the meeting.
23. I will respect the authority of the Chair and respect his/her role as meeting leader.
24. I will engage in deliberations and voting in meetings, according to common practice, maintaining a reverent and selfless attitude toward the beliefs of others while making my voice heard.
25. I will accept a majority board vote on an issue as decisive and final.
26. I will **ALWAYS** maintain *confidentiality* regarding boardroom conferences unless authorised by the Chair or Board to speak of it.

Enhancing governance

27. I will participate in induction, training, and development activities for trustees.
28. I will continually seek approaches to improve both board governance and my practice.
29. I will seek to identify good quality candidates for trusteeship and support the appointment of new trustees based on published procedures and merit.
30. I will support the Chair in their efforts to improve their leadership skills.

Leaving the Board

31. I understand that substantial breach of any part of this code may result in my *summary* removal from the trustee Board.
32. Should I resign from the Board I will inform the Chair in advance in writing, stating my reasons for resigning, providing a reasonable period of notice.*
33. I will return all THRT property in my possession and destroy all THRT documents that I have downloaded or printed.

** This is important for handover and ensuring we remain compliant with the Charity Commission requirements.*

Document review

The Board of Trustees will regularly review this document.

Revision History	**Changes made**	**Document Review Date**
Version 1: March 2023		March 2026.
Version 2: April 2024	Clause numbers added Clause 15 added	March 2026
Version 3: Sept 2026	Clause 32 amended to state the importance of the notice period in the event a trustee resigns	Sept 2028