

TENNIS & RACKETS ASSOCIATION LIMITED (T&RA) ETHICS POLICY

1. Introduction

The policy sets the standards of conduct and explains how the Trustees and office staff interact with each other internally and how they interact with the Membership and authorised volunteers externally. This policy may be supplemented by any additional governance approved by the Board.

2. Ethical Principles

2.1 The T&RA's success depends on the trust and confidence of all those with whom the Association and its representatives come into contact. That trust and confidence depends on the T&RA's reputation for acting ethically, with integrity and to the highest professional standards. Therefore, the T&RA expects its representatives to strive at all times to achieve these standards and avoid acting in such a way as would, inadvertently or otherwise, bring the T&RA into disrepute.

2.2 In all actions, activities and relationships the T&RA expects its representatives to act from the highest standards of integrity and professionalism.

2.3 The T&RA expects its representatives to:

2.3.1 discharge their functions reasonably, according to and with respect for applicable domestic and international law, ethical standards and the provisions of any relevant trust or legal condition;

2.3.2 apply the ethical standards governing their particular areas of responsibility;

2.3.3 act with honesty and integrity, and never knowingly mislead any person;

2.3.4 recognise and acknowledge the contributions of others who support the T&RA; and

2.3.5 be impartial, i.e.: (i) ensure that they declare and make known personal interests and do not give or receive inducements which could be, or seen to be, corrupt, in conflict with the interests of the T&RA or as devices intended merely to avoid a tax liability; (ii) offer or provide services to anyone involved in the games on terms no more beneficial than those offered or provided to others.

2.4 In furtherance of these principles, Trustees and senior officers of the T&RA shall make known to the Board (as the case may be):

2.4.1 any actual or potential conflict between their own and the T&RA's interests that might arise or might be perceived to arise in the mind of a fair-minded and informed observer; and

2.4.2 any actual or potential pecuniary interest they or a member of their close family may have in any fundraising or investment entered into or proposed by the T&RA.

2.5 The Conditions of Service of individual staff members sets out the detailed rules for the application of these principles in the specific circumstances of T&RA employees.

3. Registers of Benefits and Donations

The T&RA maintains registers of any benefits received by T&RA representatives (whether received directly or indirectly or through the Dick Bridgeman TRA Foundation, Peter Kershaw Bursary Fund or Young Professionals' Fund) and any donations made similarly to T&RA representatives.

This Policy was approved in October 2016 and subsequently reviewed in May 2018 and May 2020 by the Board.