

**GOVERNANCE PROCESSES**

<b>Policy Title</b>	<b>Policy Number</b>
Council Member Code of Conduct	GP-5
	<b>Date of Approval</b>
	July 20, 2011
<b>Responsible Authority</b>	<b>Date of Revisions</b>
CMLTM Council	September 14, 2016, September 20, 2019, October 22, 2022
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In accordance with the Medical Laboratory Technologists Act of Manitoba, all Councilors, Committee members and volunteers in exercising their powers and discharging their duties, shall act honestly and in good faith with a view to the best interests of the College and exercise the care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances.

The Councilors, Committee members, volunteers and staff of the College of Medical Laboratory Technologists of Manitoba will conduct themselves in all circumstances in a manner that supports the objectives of the College and serves the overall best interest of the College.

Councilors, Committee members, and volunteers will treat one another and staff with respect, a willingness to fairly consider varying points of view, and will deal with one another openly.

Councilors, Committee members, and volunteers will respect the conflict-of-interest policy.

Individual Councilors, Committee members, and volunteers who interact with the media, public or other entities will emphasize that they do not speak for the Council unless specifically designated to do so by the Council and refer them to the Council Chair or Registrar.

Councilors, Committee members, and volunteers will be familiar with the incorporating documents of the College, by-laws, regulations, policies and organizational structure of authority of the College. Council, Committee members and volunteers will regularly take part in educational activities which will assist them in carrying out their responsibilities.

Councilors, Committee members, and volunteers will be informed of the issues, options, alternatives and effects of the proposed decisions in order to contribute to the efficient deliberations and decisions of the Council and Committees.

Councilors will ensure that the financial affairs of the College are conducted in a responsible and transparent manner.

Councilors, Committee members, and volunteers will respect confidentiality of information as per the by-laws, and as required by law.

Councilors will attend Council meetings on a regular basis to ensure the effectiveness of the Council.

Councilors will not have more than two unexplained absences between Annual General Meetings.

Council, Committee members, and volunteers will not allow their CMLTM registration to lapse or be suspended/revoked.