

Board Ethics Committee (BEC or EC) Terms of Reference

Questions & Answers

1. Who can forward a request or an issue to the BEC?

Cases can be brought to the BEC by

- “**members of TI** or any of its **National Chapters** as well as
- **staff members of TI-S** or
- **(staff of) any of the National Chapters**”

“who feel aggrieved by a decision of

- the Managing Director of TI-S or
- the manager of any National Chapter on ethical issues”

The BEC also “provides advice” to

- “the **Board** of Directors of TI,
- any **member of the Board** of Directors of TI,
- the **management of any unit** in the global TI movement or
- the **Managing Director of TI-Secretariat**”

2. Can the BEC act on its own initiative?

Yes, the BEC may, on its own initiative,

- “recommend changes to TI’s **Conflict of Interest policy** to the Board of Directors of TI”
- “make recommendations to the Board of Directors of TI on **any policy paper of TI**”.

3. What does the BEC decide on?

“The ethical questions brought to the EC may relate to

- TI’s “**Statement of Vision, Values and Guiding Principles**”,
- the **Code of Ethics** or Conduct or
- the **Conflict of Interest policy** adopted by the Board of Directors of TI or by any other unit in the global TI movement, or
- any **other formal document relating to Codes of Ethics or Conduct**, including the document “Developing a National Chapter Code of Ethics – A Manual of Guidelines”, dated September 2002”

“Questions to the EC may relate to the **content** of any such document as well as to its **interpretation**”.

“The EC will also provide advice in cases **where Codes of Ethics or Conduct** of any unit in the global TI movement **allow for appeal to the EC** of the Board of Directors of TI against any decision.”

4. What is the process of bringing a request to the BEC?

An issue for consideration by the BEC should be emailed to Andres Hernandez ahernandez@transparency.org and copied to Akere Muna munalaw@yahoo.co.uk

On each request, the BEC “should receive”

- “a **statement** of the issues to be considered”,
- “a **summary of the relevant facts and copies** of any pertinent documents, and”
- “in cases where a particular urgency exists, a substantiated indication to that effect.”

The BEC will then

- “**assign to one of its members** responsibility for drafting a proposed recommendation and circulating it to the other members”,
- with its members “**consult** by phone, fax or email to develop an agreed recommendation” (if agreement cannot be reached, there can be majority and minority recommendations),
- through its Chair “**coordinate** these activities”,
- **issue and convey the recommendation(s)** in writing.

5. What about conflicts of interest of BEC members themselves?

“If a member of the EC recuses herself/himself, or is asked by the Chair of the EC to do so, on grounds of potential conflict of interest, the request will be considered and dealt with by the remaining members.”