

Form 5

[See rules 72 and 103]

THE CODE OF ETHICS (TO BE ENDORSED BY THE CSO)

Name of organization:
..... (PBO/ MBO/ FCSO)

Postal address of the registered office:
.....

Proposed location of the registered office:
.....

This Code of Ethics, adopted by the Board on (date), provides staff and Board members of the organization guidelines for professional behavior and ethical conduct.

Pursuant to the CSO Act of Bhutan, chapter 15, the organization shall among others include:

Public Benefit Organization

- We shall be committed to operating in an honest, fair, professional, and humane manner.
- We shall respect indigenous knowledge and customs, individuals’ dignity, identity, culture, faith and values.
- We are encouraged to provide cost effective services, be innovative and responsive to the needs of the economically disadvantaged sections of society.
- Public services and charitable activities of the organization shall be planned, designed, implemented, monitored and evaluated in an equitable manner with the participation of the people concerned.
- We shall exercise and promote fairness, impartiality and equity in all our activities and dealings.
- We shall be transparent and accountable to our community partners, the public, our donors and other interested parties.
- We shall not be biased or discriminatory in our policies and procedures.
- We shall avoid conflict of interest involving Board and / or staff members by excluding any stakeholder with a personal interest in any decision from its debate and resolution.

Mutual Benefit Organization

- We shall be committed to operating in an honest, fair, professional, and humane manner.
- We shall respect indigenous knowledge and customs, individuals’ dignity, identity, culture, faith and values.
- We are encouraged to provide cost effective services, be innovative and responsive to the needs of the economically disadvantaged sections of society.
- We shall be transparent and accountable to our members and other interested parties.
- We shall not be biased or discriminatory in our policies and procedures.

The applicant and Board members of the organization [*names, nationalities, occupation, email address, mobile numbers, fixed line numbers and attested with the*

signatures]:.....

Dated ... /... ... /... ...

Witness to the above signatures

Signature of witness:

Name:

Address:

Occupation:

*Legal
stamp*