

## SECTION 4b

### CODE OF ETHICS

#### PREAMBLE

The purpose of this Code is to safeguard the integrity and reputation of Association Football in Wales and of the Football of Association of Wales (“FAW”) and of all those who play, officiate, administer or in any other way organise Association Football in Wales. Where the context so requires, capitalised or defined words or phrases used in this Code have the same definition and meaning set out in the FAW’s Rules. The “persons bound by this Code” referred to below are all Members of the FAW and all Subordinates save that for the purpose of this Code only the definition and meaning of the term “Subordinate” shall not include the words “together with every spectator and any person purporting to be its supporter or follower”.

#### REGULATIONS GOVERNING ETHICAL CONDUCT

##### 1. General rules of conduct

- 1.1 Persons bound by this Code are expected to be aware of the importance of their duties, obligations and responsibilities.
- 1.2 Persons bound by this Code are obliged to respect all applicable laws and regulations as well as the FAW’s regulatory framework including, without limitation, the FAW’s Rules and Regulations to the extent applicable to them.
- 1.3 Persons bound by this Code shall show commitment to an ethical attitude. They shall behave in a dignified manner and act with complete credibility and integrity.
- 1.4 Persons bound by this Code may not abuse their position in any way, especially to take advantage of their position for private aims or gains.
- 1.5 Persons bound by this Code must ensure that they act with integrity in relation to any financial transaction connected with the affairs of the FAW or any Member or Subordinate whether carried out directly or indirectly, through or in conjunction with, Intermediaries or related parties as defined in this Code.

##### 2. Duty of neutrality

- 2.1 In dealings with government institutions, national and international organisations, associations and groupings, persons bound by this Code shall remain politically neutral, in accordance with the principles and objectives of the FAW and any Member or Subordinate they represent and generally act in a manner compatible with their function and integrity.

##### 3. Loyalty

- 3.1 Persons bound by this Code shall have a duty of loyalty to the FAW and shall act in the best interests of the FAW at all times.

##### 4. Confidentiality

- 4.1 Depending on their function, information of a confidential nature divulged to person bound by this Code while performing their duties shall be treated as confidential or secret by them as an expression of loyalty, if the information is given with the

understanding or communication of confidentiality and is consistent with the principles of the FAW and any Member or Subordinate they represent.

- 4.2 The obligation to respect confidentiality survives the termination of any relationship which makes a person subject to this Code.

**5. Forgery and falsification**

- 5.1 Persons bound by this Code are forbidden from forging a document, falsifying an authentic document or using a forged or falsified document.

**6. Duty of disclosure, cooperation and reporting**

- 6.1 Persons bound by this Code, including, without limitation, compliance with the FAW's Rules and Regulations, shall immediately report any potential breach of this Code by themselves or any other person to the FAW.

- 6.2 At the request of the FAW, persons bound by this Code are obliged to contribute to the clarification of the facts of the case and possible breaches by themselves and by any other person and, in particular, to declare details of their income and provide the evidence requested for inspection.

**7. Conflicts of interest**

- 7.1 When performing an activity for the FAW, Member or Subordinate or before being elected or appointed, persons bound by this Code shall disclose any personal interests that could be linked with their prospective activities.

- 7.2 Persons bound by this Code shall avoid any situation that could lead to conflicts of interest. Conflicts of interest arise if persons bound by this Code have, or appear to have, private or personal interests that detract from their ability to perform their duties with integrity in an independent and purposeful manner. Private and personal interests include gaining any possible advantage for the persons bound by this Code themselves, their family, relatives, friends and acquaintances.

- 7.3 Persons bound by this Code may not perform their duties in cases with an existing or potential conflict of interest. Any such conflict shall be immediately disclosed and notified to the organisation for which the person bound by this Code performs their duties.

- 7.4 If an objection is made concerning an existing or potential conflict of interest of a person bound by this Code, it shall be reported immediately to the organisation for which the person bound by this Code performs his duties for appropriate measures.

**8. Offering and accepting gifts and other benefits**

- 8.1 Persons bound by this Code may only offer or accept gifts or other benefits to and from persons in connection with the affairs of the FAW, Members or Subordinates which:-

8.1.1 have symbolic or trivial value;

8.1.2 exclude any influence for the execution or omission of an act that is related to their official activities or falls within their discretion;

- 8.1.3 are not contrary to their duties;
- 8.1.4 do not create any undue pecuniary or other advantage; and
- 8.1.5 do not create a conflict of interest.

Any gifts or other benefits not meeting all of these criteria are prohibited.

- 8.2 If in doubt, gifts shall not be offered or accepted. In all cases, persons bound by this Code shall not offer or accept from anyone in connection with the affairs of the FAW, Members or Subordinates, gifts of cash in any amount or form.
- 8.3 Persons bound by this Code may not be reimbursed by the FAW or any Member or Subordinate they represent for the costs associated with family members or associates accompanying them to official events, unless expressly permitted to do so by the appropriate organisation. Any such permission will be documented.
- 8.4 Persons bound by this Code must refrain from any such activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the foregoing sections, or any attempt thereof.

## 9. **Bribery, corruption and money laundering**

- 9.1 Persons bound by this Code must not offer, promise, give or accept any personal or undue pecuniary or other advantage in order to obtain or retain business or any other improper advantage to or from anyone in connection with the affairs of the FAW or any Member or Subordinate. Such acts are prohibited, regardless of whether carried out directly or indirectly, through, or in conjunction with, intermediaries or related parties as defined in this Code. In particular, persons bound by this Code must not offer, promise, give or accept any undue pecuniary or other advantage for the execution or omission of an act this is related to their official activities and is contrary to their duties or falls within their discretion. Any such offer must be reported to the FAW and any failure to do so shall be a Disciplinary Offence under the FAW Rules.
- 9.2 Persons bound by this Code are prohibited from misappropriating the assets of the FAW or any member or Subordinate they represent, regardless of whether carried out directly or indirectly through, or in conjunction with, intermediaries or related parties.
- 9.3 Persons bound by this Code must refrain from any activity or behaviour that might give rise to the appearance or suspicion of improper conduct as described in the foregoing sections, or any attempt thereof.
- 9.4 Persons bound by this Code must ensure as far as practicable that any financial transaction carried out in connection with the affairs of the FAW or any Member or Subordinate does not violate any applicable laws or regulations. In particular persons bound by this Code must ensure that they make all reasonable enquiries, checks and investigations and carrying out all necessary due diligence to ensure that any financial transaction carried out in connection with the business of the FAW, Member or Subordinate is free from money laundering or any other associated criminal activity.

## 10. **Commission**

- 10.1 Persons bound by this Code are forbidden from accepting commission or promises of such commission for themselves or intermediaries and related parties for negotiating

deals of any kind while performing their duties, unless expressly permitted to do so by the appropriate organisation. Any such permission will be documented.

**11. Non-discrimination**

11.1 Persons bound by this Code shall not directly discriminate, indirectly discriminate, victimise or harass any other person or group of people through the use of any contemptuous, discriminatory or denigratory words or actions on the grounds of:

- 11.1.1 age;
- 11.1.2 disability;
- 11.1.3 gender reassignment;
- 11.1.4 marriage and civil partnership;
- 11.1.5 pregnancy and maternity;
- 11.1.6 race;
- 11.1.7 religion or belief;
- 11.1.8 sex;
- 11.1.9 sexual orientation
- 11.1.10 language; and
- 11.1.11 origin.

11.2 Persons bound by this code shall not offend the dignity or integrity of any person or group of people including, for the avoidance of doubt, any country through the use of contemptuous, discriminatory or denigratory words or actions on the grounds of:

- 11.2.1 any political or any other opinion;
- 11.2.2 national or social origin;
- 11.2.3 wealth;
- 11.2.4 birth; and
- 11.2.5 any other status or reason.

**12. Protection of physical and mental integrity**

12.1 Persons bound by this Code shall respect the integrity of others involved. They shall ensure that the personal rights of every individual whom they contact and who is affected by their actions is protected, respected and safeguarded.

12.2 Harassment is forbidden. Harassment is defined as systematic, hostile and repeated acts for a considerable duration, intended to isolate or ostracise a person and affect the dignity of the person.

12.3 Sexual harassment is forbidden. Sexual harassment is defined as unwelcome sexual advances that are not solicited or invited. The assessment is based on whether a reasonable person would regard the conduct as undesirable or offensive. Threats, the promise of advantages and coercion are particularly prohibited.

**BREACH OF THIS CODE**

Any breach of this Code will be a Disciplinary Offence under the FAW Rules and any charge or sanction against the person bound by this Code will be in accordance with the procedures set out in Section E of the Rules. Nothing in this Code will restrict or limit the scope of any Disciplinary Offence under Rule 38.1.