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Institute of  
Technology

*success through innovation*

*“Designing the Future”*

# CODE OF ETHICS FOR BOARD MEMBERS

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## Code of Ethics for Board Members

### Preamble

This Code of Ethics is drawn up in response to the growing realisation that ethics is a critical component for the success of any entity. Additionally, the University must have a Code of Ethics for the Institute Board members in line with Section 26 (b) of the Public Entities Act [Chapter 10:31] of 2018.

### Definition of Terms

1. “Ethics” means a set of moral principles or values an individual uses to govern his/her activities and decisions.
2. “Code of Ethics” means a set of principles that guide the organisation in its programmes, policies and decisions for the business (Chadra Shekharshar Singh 2017).
3. “Conflict of Interest” means a situation in which a person is in a position to derive personal benefit from actions or decisions made in their official capacity.
4. “Confidential Information” means any information disclosed by either party to the party either directly or indirectly, in writing, orally, or by inspection of tangible objects including without limitation, documents, prototypes, samples, plant and equipment which is designed as “confidential” “proprietary”  
It is information that is not generally known to the public if revealed improperly without the University’s express written consent ([www.lawinsider.com](http://www.lawinsider.com)).
5. “Proprietary” means relating to an owner or ownership.
6. “Board Member” means a participant on the Harare Institute of Technology Board which is the governing body that is tasked with the key decisions pertaining to the direction the University is taking.

## Code of Ethics for Board Members

Goal: To establish a set of principles and practices of the Harare Institute of Technology Board Members that will set parameters and provide guidance and direction for Board conduct and decision-making.

Code: Members of the Institute Board of the Harare Institute of Technology are committed to observing and promoting the highest standards of ethical conduct in the performance of their responsibilities on the Board of the Harare Institute Technology. Board members pledge to accept this code as a minimum guideline for ethical conduct and shall:

### Accountability

1. Faithfully abide by Laws of Zimbabwe, the Harare Institute of Technology Act [Chapter 25:26], Ordinances and Policies of the University.
2. Exercise reasonable care, good faith and due diligence in organisational affairs.
3. Fully disclose, at the earliest opportunity, information that may result in a perceived or factual conflict of interest.
4. Fully disclose, at the earliest opportunity, information of fact that would have significance in Board decision-making.
5. Remain accountable for prudent fiscal management to Government and funding bodies.

### Professional Excellence

6. Maintain a professional level of courtesy, respect, and objectivity in all Harare Institute of Technology activities.
7. Strive to uphold those practices and assist other Harare Institute of Technology members of the Board in upholding the highest standards of conduct.

### Personal Gain

8. Exercise the powers invested for the good of all members of the University rather than for his or her personal benefit, or that of the organisation they represent.

### Equal Opportunity

9. Ensure the right of all members to appropriate and effective services without discrimination on the basis of geographical, political, religious, gender, or socio-economical characteristics of the state or region represented.
10. Ensure the right of all members to appropriate and effective services without discrimination on the basis of gender, national origin, race, religion, age, political affiliation or disability, in accordance with all applicable legal and regulatory requirements.

### Integrity

11. Each member in the varying capacities and responsibilities must strive to do the right thing in all circumstances even if no one is watching and having the quality of being honest, trustworthy and kind.

### Confidential Information

12. Respect the confidentiality of sensitive information known due to Board service.

### Collaboration and Cooperation

13. Respect the diversity of opinions as expressed or acted upon by the Harare Institute of Technology Board, committees and membership, and formally register dissent as appropriate.
14. Promote collaboration, cooperation, and partnership among Board members.

### Penalties

15. Any proven breach(es) of the Code of Ethics will be dealt with in line with the Institute Board Members' Charter.

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