



Peterborough and Area Fundraisers' Network

Code of Ethics and Professional Practices

Members of the Peterborough and Area Fundraisers' Network shall accept and abide by the following Code of Ethics and Professional Practices:

1. Members shall be responsible for conducting activities in accordance with accepted professional standards of accuracy, truth, integrity and good faith and in line with the PAFN Code of Conduct.
2. Members shall encourage institutions they serve: to conduct their affairs in accordance with accepted principles of sound business management, fiduciary responsibility and accounting procedures: to use donations only for the donors intended purposes: and to comply with all applicable local, provincial, and federal laws.
3. Members shall manage all accounts entrusted to them solely for the benefit of the organizations or institutions being served.
4. Members shall recommend to the institutions they serve only those fundraising goals which they believe can be achieved, on the basis of their professional experience and an investigation and rational analysis of facts.
5. Members shall be volunteers or work for a salary, retainer or fee, not a commission. If employed by a fundraising organization, that organization shall operate in its client/consultant relationship on the basis of a predetermined fee and not a percentage of the funds raised.
6. Members shall make full disclosure to employers, clients, or, if requested, potential donors of all relationships which might pose, or appear to pose, possible conflicts of interest.
7. Members shall hold confidential and leave intact all lists, records and documents acquired in the service of current or former employers or clients.
8. Members who act as service providers shall not actively solicit business through the PAFN membership. However, a member, of their own volition, may choose to retain the services of a service provider from the Network.