



Director Nomination Form

Nomination as Director of the
Queensland Police-Citizens Youth Welfare Association
(A COMPANY LIMITED BY GUARANTEE)
ABN 58 009 666 193

We, being members of the Queensland Police-Citizens Youth Welfare Association (QPCYWA) hereby nominate:

Full Name

for the position of Director of the Queensland Police-Citizens Youth Welfare Association.

Proposers

1. Proposer's Details

Family Name

Given Names

Street number and Street name

Suburb/City

State/Territory

Postcode

Country (if not Australia)

Proposer's Signature

Signature

Date

2. Proposer's Details

Family Name

Given Names

Street number and Street name

Suburb/City

State/Territory

Postcode

Country (if not Australia)

Proposer's Signature

Signature

Date

Suitability Notice/Blue Card (current):

Number

Expiry Date

This Nomination Form must be accompanied by a correctly completed and duly signed

1. "Consent to act as a Director Form"- Page 2;
2. Certified copy of current Suitability Card. The Suitability Notice/Blue Card number and expiry date on this nomination form must be verified with the original card;
3. Authorisation for the Conduct of Probity checks – Page 3;
4. Declaration relating to Conflict of Interest – Page 3
5. Declaration to abide by the "Board of Directors Code of Conduct" – Page 5

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Consent to act as a Director of Queensland Police-Citizens Youth Welfare Association

ABN 58 009 666 193

Corporations Act Section 201D(1)

Please note: Before completing this form please read carefully the "Directions for Completing" at the end of this form.

Consent to act as Director

I consent to act as Director of Queensland Police-Citizens Youth Welfare Association (QPCYWA)

Family Name

Given Names

Street number and Street name

Suburb/City

State/Territory

Postcode

Country (if not Australia)

Business Occupation

Date of Birth

Place of Birth

Former names (if any)

Particulars of qualifications

Interests in contracts with the company

Other directorships in public companies or subsidiaries

Signature

Date

Directions for completing

If this consent is signed by an agent authorised in writing for that purpose, Regulation 3.2.01 requires the authority or a certified copy of the authority to be annexed to this consent when it is lodged.

Nominee Declaration

1. I declare that the information contained in this application is correct to the best of my knowledge. I hereby authorise QPCYWA and its designated agents and representatives to conduct a comprehensive review of my background using National / International (if required) probity checks.
2. I understand that the scope of the probity checks may include, but is not limited to the following areas:
overification of credit report;
 - current and previous residences;
 - birth records;
 - driving records;
 - employment history;
 - education background;
 - character references;
 - other directorships;
 - disqualified persons register (ACNC);
 - drug testing;
 - civil and criminal history records from any criminal justice agency in any or all national and state jurisdictions;
and
 - any other public records.
3. I further authorise any individual, company, firm, corporation, or public agency to divulge any and all information, verbal or written, pertaining to me, to QPCYWA or its agents. I further authorise the complete release of any records or data pertaining to me which the individual, company, firm, corporation, or public agency may have, to include information or data received from other sources and its designated agents and representatives.
4. All information received from this authorisation will be dealt with in a confidential manner in order to protect the nominee's personal information and in line with QPCYWA Privacy Policy.
5. Conflict of Interest - I am not aware of any interest that I hold which may be an actual or perceived conflict with the interests of QPCYWA or which are or may be perceived as not consistent with QPCYWA's mission, vision, member statement and values other than the following:

Name and Nature of Interest	Nature of Conflict or Perceived Conflict

Signature

Date

Name

Queensland Police- Citizens Youth Welfare Association

Board of Director Code of Conduct

In accordance with legal requirements and agreed ethical standards, Directors owe a fiduciary duty to the company as a whole, and must:

- use the powers of office for a proper purpose;
- discharge their duties in good faith and honestly;
- act with a level of skill, care and diligence expected of a Director of a company;
- demonstrate commercial reasonableness in their decisions;
- act for the benefit of the company;
- not make improper use of information gained through their position as a Director;
- not take improper advantage of the position of Director;
- not allow personal interests, or the interest of any associated person, to conflict with the interests of the company;
- make reasonable inquiries to ensure the company is operating efficiently, effectively and legally towards achieving its goals;
- undertake diligent analysis of all proposals placed before the board;
- not engage in conduct likely to bring discredit upon the company;
- give of their specific expertise generously to the company; and comply with the spirit, as well as the letter, of the law and with the principles of this charter.

PCYC – Board Ethics Statement

The PCYC Board of Directors is committed to creating and maintaining an ethical climate which is essential in establishing the organisation's credibility and furthering our mission.

As Board members we are responsible for adding value to PCYC and contributing to the ethical success of the organisation. We accept professional responsibility for our individual decisions and actions. We are also advocates for PCYC by engaging in activities that enhance its credibility and value.

Not for profit organisations must do more than simply obey the law. We must embrace the spirit of the law, often going beyond legal requirements and making sure what we do is matched by what the public understands about what we do. Transparency, openness and responsiveness to public concerns must be integral to our behaviour. Therefore, the Board commits itself to operating in accordance with an ethical code comprised of the following 12 key principles.

1. **Honesty**

Honesty in all actions, and every communication.

2. **Integrity**

Maintaining a high level of personal integrity by having a consistent moral character demonstrated by the alignment of thoughts, words and actions. Having the moral courage to do the right thing and fight for personal beliefs without sacrificing honour in the name of just getting the job done. Possessing the inner strength to own up to mistakes and admitting when a fault has been made.

3. **Obeying the law**

Obeying both the letter and spirit of the law, including adhering to all the rules and regulations surrounding decision making both in and out of the Board room.

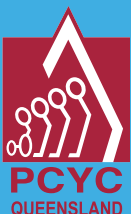
4. **Keeping promises**

Keeping every promise made, and always fulfilling a commitment. Taking every reasonable effort to fulfil not only the letter, but the spirit of the promises and commitments made. The trust you build as a Board member means people respect not only the decisions you make as a Board but also as an individual.

5. **Loyalty**

Being loyal to your company, your Board and yourself, while operating with a strong moral compass. Demonstrating loyalty builds trust and shows that you place a high value on advancing the interests of both the company and your colleagues. However, loyalty should never be placed above your other principles, or used as an excuse for unethical behaviour.

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Demonstrate your loyalty but always make an independent judgment, and never use information that you have gained in confidence for your own personal advancement. Steer clear of conflicts of interest.

6. Fair

In all actions, strive to be fair and just. An ethical board member is committed to fairness in all that they do, and does not seek to exercise their power for an unfair personal gain or the advantage of a particular branch or unit. Being an ethical board member means commitment to being fair, employing justice in decisions and treating all people equally, with tolerance and acceptance of diversity.

Being fair also means being open-minded, admitting mistakes, and adjusting beliefs and positions when appropriate.

All decisions should be for the betterment of the organisation.

7. Caring

Have a genuine concern for others, as well as a sense of compassion. An ethical board member is caring, benevolent and kind to both members and staff, and seeks to reach their goals while causing the least amount of harm and the greatest amount of good. Caring means understanding that every decision has an impact on every stakeholder and Board members must always consider the financial, emotional and long term business consequences of an action.

8. Respect

Treat everyone with respect, courtesy and equality regardless of who they are. Everyone deserves dignity, privacy and basic rights. Board members must exemplify the rule of treating others the way you would like to be treated.

9. Excellence

Being ethical is also about pursuing excellence in everything that you do; delivering the highest quality of service with a constant ethos of continuous improvement.

10. Being a leader

Everyone, both within and outside the organisation, looks to the Board and its members for leadership. Board members must demonstrate the principles and ethics you want your organisation and team to live by. Take an active role as a leader, be a positive role model and enforce an ethical mentality. This is demonstrated through actions and behaviours, leading by example, and creating an environment that values decisions made on principles and standards of ethics.

11. Morale

An ethical Board enhances the good reputation of the organisation, which at the same time boosts the morale of its employees. The organisation's reputation is extremely important, as well as the pride and morale of our employees. As an ethical board member you need to avoid taking actions that undermine this respect, and take action to correct any inappropriate behaviour of others.

12. Accountable

Being ethical means accepting accountability for personal and Board decisions, and any consequences that flow from those decisions. An ethical board member will stand up and take accountability in front of their colleagues, their company, and the community.

I agree, that if appointed as a director of QPCYWA, I will abide by and act in accordance with the Board of Directors Code of Conduct as set out above and as amended from time to time.

Signature

Date

Name

Once completed, please return to the Company Secretary at company.secretary@pcyc.org.au or mail to:

Company Secretary

PO Box 985

Slacks Creek QLD 4217

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