



# Fish & Wildlife Foundation of Florida, Inc.

## Code of Ethics

### PREAMBLE

1. In order to properly conduct its operations, all directors, advisors, and employees of the Fish & Wildlife Foundation of Florida, Inc. (hereafter, "Foundation") must be independent and impartial, and their positions must not be used for private gain. Accordingly, the Florida Legislature requires in Section 112.3251, Florida Statutes, that the law protect against any conflict of interest that may arise and establish standards for the conduct of the Foundation's directors, advisors, and employees in situations where potential for a conflict is present.
2. It is the policy of the state that the Foundation's directors, advisors, and employees shall not have any interest, financial or otherwise, direct or indirect, or incur any obligation of any nature that is substantial conflict with the property discharge of their duties for the Foundation. To implement this policy and strengthen public faith in the Foundation and the people associated with it, a code of ethics is present which sets forth the standard of conduct that apply to the Foundation's directors, advisors, and employees in the performance of their official duties.

### STANDARDS

The following standards of conduct are enumerated in Chapter 112, Florida Statutes, and are required by Section 112.3251, Florida Statutes, to be observed by the Foundation's directors, advisors, and employees.

1. **Prohibition of Solicitation or Acceptance of Gifts:** The Foundation's directors, advisors, and employees shall not solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based on any belief that a vote, official action, or judgment of the director, advisor, or employee would be influenced by the item of value.
2. **Prohibition of Accepting Compensation Given to Influence a Vote:** The Foundation's directors, advisors, and employees shall not accept any compensation, payment, or thing of value in any situation where they know, or with reasonable care, should know that this compensation, payment, or thing of value was given to influence a vote or other official action in which the Foundation director, advisor, or employee was expected to participate in their official capacity.

3. **Salary and Expenses:** The Foundation's directors or advisors shall not be prohibited from voting on a matter affecting their salary, expenses, or other compensation as a Foundation director or advisor, as provided by law.
4. **Prohibition of Misuse of Public Position:** The Foundation's directors, advisors, and employees shall not corruptly use or attempt to use their official position or any property or resource which may be within their trust, or perform official duties, to secure a special privilege, benefit, or exemption.
5. **Prohibition of Misuse of Privileged Information:** The Foundation's directors, advisors, and employees shall not disclose or use information not available to members of the general public and gained through their official position for their own personal gain or benefit or for the personal gain or benefit of any other person or business entity.
6. **Post Office/Employment Restrictions:** A person who has been elected to any Foundation board or office or who is employed by the Foundation may not personally represent another person or entity for compensation before the governing body of the Foundation of which they were a director, advisor, or employee for a period of two years after they vacate that office or employment position.
7. **Prohibition of Employees Holding Office:** No person may be, at one time, both a Foundation employee and a Foundation director at the same time.
8. **Requirements to Abstain From Voting:** The Foundation directors or advisors shall not vote in official capacity upon any measure that would affect their special private loss or gain, or which they know would affect the special private gain or loss of any principal (or, where the principal is a business entity, the parent organization or subsidiary of the principal) by whom they are retained, or which they know would inure to the special private gain or loss of a relative or business associate of the Foundation director or advisor. When abstaining, the Foundation director or advisor shall, prior to the vote being taken, make every reasonable effort to disclose the nature of their interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the Foundation director or advisor to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than 15 days after the vote.