

Code of Ethics

In conducting business and activities which are connected with Casa di Mir (CDM), a Responsible Party (defined as a Board Member, administrator or other key employee of CDM) shall follow these guidelines:

Ethical Conduct. Be honest and ethical in his or her conduct, including ethical handling of actual or apparent conflicts of interest between personal and professional relationships. A Responsible Party should not engage in activities which have or may have the appearance of impropriety or conflict of interest, or that may call into question the actions or integrity of CDM, or of the Responsible Party as he or she relates to CDM.

Legal Compliance. Comply with applicable laws and regulations, and report his or her concerns to the appropriate person listed above if it appears that any other director, officer, employee or contractor of CDM is not complying with applicable laws or regulations with respect to CDM's business.

Confidentiality. Maintain the confidentiality of all internal information about CDM, including its donors, clients and beneficiaries, except when authorized or otherwise legally obligated to disclose such information.

Fair Dealing. Deal fairly with CDM's staff, donors, volunteers, beneficiaries and suppliers.

Protect Assets. Protect and ensure the proper use of CDM's assets, including, its name, goodwill, donor community and reputation.

Personal Influence. Be mindful of the interaction between his or her relationships inside and outside of CDM, and not allow inappropriate personal influence over the affairs of CDM.

Commitments. Do not "speak for" CDM or make or imply commitments by CDM without proper internal authorization and communication.

Loans. CDM should not make loans to Responsible Parties except to induce persons who have been offered a position to join CDM, as approved by the Board.