

CODE OF BUSINESS CONDUCT

for the Board members and Staff of the

MARINE CASUALTY INVESTIGATION BOARD

INTEGRITY

- The Board members and staff should not be allowed to be involved in outside employment/business interests in conflict or in potential conflict with the business of the body.
- They should avoid the giving or receiving of corporate gifts, hospitality, preferential treatment or benefits which might affect or appear to affect the ability of the donor or the recipient to make independent judgement on business transactions. Business gifts other than items of small intrinsic value, such as business diaries or calendars should not be accepted.
- They will commit to complete vigorously and energetically but also ethically and honestly.
- The conduct of purchasing activities of goods/services is in accordance with best business practice.
- They will ensure that the body's accounts/reports accurately reflect their business performance and are not misleading or designed to be misleading.
- They will avoid the use of the state body's resources or time for personal gain, for the benefit of persons/organisations unconnected with the body or its activities or for the benefit of competitors.
- They commit not to acquire information or business secrets by improper means.

INFORMATION

- All Board members and staff of the Marine Casualty Investigation Board support the provision of access to general information relating Marine Casualty Investigation Board activities in a way that is open and enhances its accountability to the general public, while respecting the confidentiality of sensitive information held by the Marine Casualty Investigation Board.
- This would constitute material such as commercially sensitive information including future plans or details of major organisational or other changes in personal information received in confidence by the public body.
- The management and staff will observe appropriate prior consultation procedures with third parties where, exceptionally, it is proposed to release sensitive information in the public interest.
- They will comply with relevant statutory provisions (eg Data Protection Legislation, The Freedom of Information Acts, 1997 and 2003).

OBLIGATIONS

- The Board members and staff will fulfil all regulatory and statutory obligations imposed on the Marine Casualty Investigation Board.
- They will comply with detailed tendering and purchasing procedures, as well as complying with prescribed levels of authority for sanctioning any relevant expenditure.

LOYALTY

- The Board members and staff acknowledge the responsibility to be loyal to the Marine Casualty Investigation Board and will be fully committed to its activities while acknowledging the requirement to conform to the highest standards of business ethics.

FAIRNESS

- The Board and its staff undertakes to comply with employment equality and equal status legislation;
- They commit to fairness in all business dealings.

WORK ENVIRONMENT

- The Board places the highest priority on promoting and preserving the health and safety of employees.

REVIEW

- The Board commits to review the Code of Business Conduct as appropriate.

DECLARATION

We, the undersigned, as the Board Members and Staff of the Marine Casualty Investigation Board, agree to adopt and abide by this Code of Business Conduct for the foreseeable future.

SIGNED:

BOARD MEMBERS:

**MR JOHN G O'DONNELL B.L.,
CHAIRMAN**

**MR THOMAS R. POWER
DEPUTY CHAIRPERSON**

**MS SINEAD BRETT
BOARD MEMBER**

**MR BRIAN HOGAN
BOARD MEMBER**

**MR JURGEN WHYTE
BOARD MEMBER**

SECRETARIAT STAFF:

**MS. BRIDIE CULLINANE
(H.E.O) SECRETARY**
(On secondment from
Department of Communications, Energy
and Natural Resources),

**MS. EVELYN REDDIN
CLERICAL OFFICER**
(On secondment from
Department of Transport)

**MS. TERESA WALSH
CLERICAL OFFICER**
(On secondment from
Department of Transport)