

Board Ethics Policy

Date: [Insert Date]

To: [Board Member's Name]

[Board Member's Title]

[Institution's Name]

[Institution's Address]

Dear [Board Member's Name],

As a member of the Board of [Institution's Name], it is essential to uphold the highest standards of ethical conduct in order to maintain the integrity of our institution and earn the trust of our stakeholders.

This letter serves as a reminder of our Board Ethics Policy, which outlines the principles of ethical governance we are expected to follow, including but not limited to:

- **Confidentiality:** Respecting the confidentiality of information and acting with discretion.
- **Integrity:** Conducting ourselves with honesty and integrity and avoiding conflicts of interest.
- **Accountability:** Being accountable for our actions and decisions.
- **Respect for Diversity:** Fostering an inclusive environment that respects diversity and promotes equality.

We expect all board members to adhere strictly to these principles and to support one another in creating a culture of ethics and integrity. Any breaches of this policy will be taken seriously and addressed appropriately.

Your commitment to these ethical standards is crucial in guiding our institution toward achieving its mission and goals.

Thank you for your attention to this important matter and for your ongoing dedication to [Institution's Name].

Sincerely,

[Your Name]

[Your Title]

[Institution's Name]