



Hometown Hero Outdoors

Code of Ethics

Hometown Hero Outdoors is a non-profit organization with its purpose being educational and charitable. Hometown Hero Outdoors mission is to provide law enforcement officers, military service members, and veterans outdoor opportunities to assist in healing and building healthy relationships within the community.

In order to maintain the trust and confidence of Hometown Hero Outdoors members, affiliates, supporters, and the general public, Hometown Hero Outdoors requires all of its Directors, Field Staff, and any members placed into a leadership role to conduct themselves in a professional manner and with highest standards of honesty, integrity, and respect.

Hometown Hero Outdoors will always expect the utmost ethical conduct from its directors, field staff, and volunteers. This Code of Ethics and any Policy Statements are intended to foster an environment that promotes this high standard of ethical conduct in order to enable the organization to continue to carry out its mission.

I. Our Values

- a.** Hometown Hero Outdoors is focused on conducting all aspects of operations guided by our core values. **Honesty, Integrity, Loyalty, Respect, and Transparency,** are the values by which all decisions and actions will be guided.

II. Code of Ethics

a. Personal and Professional Integrity

- i.** All directors, field staff, and volunteers of Hometown Hero Outdoors act with honesty, integrity, loyalty, and transparency in all communication, operations, and transactions as representatives of Hometown Hero Outdoors. The organization and all that will represent it promote an environment that values fairness and a commitment to the organizations founding principles.
- ii.** Officers, directors, field staff, and volunteers shall conduct their personal and professional lives in a manner befitting the organizations mission and values, recognizing that their actions reflect upon the creditability and reputation of Hometown Hero Outdoors
- iii.** Officers, directors, field staff, and volunteers shall work to positively influence their environment to build respect, creditability, and strategic

importance of our organization to the public, our members, our sponsors, and the communities we serve.

b. Legal Compliance

- i. Hometown Hero Outdoors is knowledgeable of and complies with all applicable federal, state, and local laws and regulations, including but not limited to: complying with laws and regulations pertaining to financial accountability, taxation, fundraising, trademark protection, licensing, and hunting and fishing regulations
- ii. Officers, directors, field staff, and volunteers shall exercise due diligence in obtaining information on applicable laws and regulations that pertain to their duties. They further understand that compliance of all laws and regulations is a paramount standard.

c. Transparency

- i. Hometown Hero Outdoors will provide comprehensive and timely information to the public, the media, sponsors, and its members, and is responsive to reasonable requests for information. All information about the organization will fully and honestly reflect the policies and the practices of Hometown Hero Outdoors.

d. Ethics Violations

- i. Any member may report a violation of ethical conduct or actions contrary to the governing doctrine without fear of retaliation. The organization considers all inquiries and complaints about actions of members to be strictly confidential.
- ii. Ethics query – An ethics query is a means for inquiring whether or not a practice warrants filing a complaint alleging a violation of the code of ethics. Anyone may register a query of a possible violation of the code of ethics by a member in written form, either mailed to the registered address of Hometown Hero Outdoors or electronic communication.
- iii. Ethics Complaint – An ethics complaint provides a process for receiving, investigating and acting on a violation of the Code of Ethics made against any member or staff and provides a process that is fair, responsible, confidential, and consistent.

e. Whistleblower Protection

- i. A whistleblower, is an officer, director, field staff, member, or volunteer of Hometown Hero Outdoors who reports an activity that he/she believes to be illegal, dishonest, or in violation of the Bylaws or policies of the organization. The whistleblower is not responsible for investigating the matter, other than being reasonable comfortable that the reported information is credible. Neither is the whistleblower responsible for determining fault or corrective measures, which is the responsibility of the appropriate officers and/or directors.
- ii. Examples of illegal or dishonest activities are violations of federal, state or local laws, requesting or accepting bribes, kickbacks or benefits from vendors, or other fraudulent financial reporting.

Reporting of any illegal or dishonest behavior is to be either in written form to the organizations registered address or by electronic communication to the President, Vice President, or Secretary. Intentionally making a false report of wrongdoing may subject the individual to discipline.

Hometown Hero Outdoors asks that each officer, director, and field staff be provided with a copy of this policy and that not less than annually a copy of this be signed by the officers, directors, and field staff of Hometown Hero Outdoors, with a copy to be maintained in the permanent files of the organization

The undersigned, being a director, officer or field staff of the Hometown Hero Outdoors (HHO), hereby acknowledges the following:

I have received a copy of Hometown Hero Outdoors Code of Ethics for Directors, Officers, and Field Staff (the "Policy").

1. I have read and understand the Policy.
1. I agree to comply with the Policy.
1. I understand that the Policy applies to the officers, board of directors, and field staff.
2. I understand that Hometown Hero Outdoors is a charitable organization and that in order to maintain its federal tax exemption, it must engage primarily in activities which accomplish one or more of their tax-exempt purposes.
3. I acknowledge receiving a copy of the above referenced Code of Ethics on the date listed below.
4. I serve or represent Hometown Hero Outdoors in the following capacity:

Title

Printed or Typed Name

Signature

Date

FOR OFFICE USE ONLY
_____ Received By
_____ Title
_____ Date