

The Girl Scout Law:

I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, *and* to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.

Introduction:

As the premier leadership development organization for girls, it is Girl Scouts of Kentuckiana policy to uphold the highest legal, ethical, and moral standards as a model for these girls. Our donors and volunteers support Girl Scouts because they trust us to be good stewards of their resources, and to uphold rigorous standards of conduct. Our reputation for integrity and excellence requires the careful observance of all applicable laws and regulations, as well as a scrupulous regard for the highest standards of conduct and personal integrity.

Scope of Coverage:

Membership of Girl Scouts of Kentuckiana is a privilege that is extended to volunteers and staff by Girl Scouts of Kentuckiana. It is expected that all members exhibit behavior that is in accordance with the Girl Scout Promise and Law at all times when representing Girl Scouts of Kentuckiana. This includes all times when the member can be physically identified as a member or by way of communications that identify the member as a member.

Girl Scouts of Kentuckiana will comply with all applicable laws and regulations and expects its directors, officers, committee members, volunteers, and employees to conduct business in accordance with the letter and spirit of all relevant laws; to refrain from any illegal, dishonest, or unethical conduct; to act in a professional, businesslike manner; and to treat others with respect.

In general, the use of good judgment based on high ethical principles will guide all board members, staff and volunteers with respect to lines of acceptable conduct. However, if a situation arises where it is difficult to determine the proper course of conduct, or where questions arise concerning the propriety of certain conduct by an individual or others, the matter should be brought to the attention of Girl Scouts of Kentuckiana. Employees should contact their immediate supervisor and, if necessary, the director of human resources. Board members should raise any such concerns with the Board Chair or the Audit Committee Chair of Girl Scouts of Kentuckiana board. Area Chairs and Vice Chairs should raise any concerns with the Field Vice Board Chair or the Audit Committee Chair of Girl Scouts of Kentuckiana. Volunteers address operational concerns at the lowest level of volunteer structure following the Girl Scouts of Kentuckiana Volunteer Conflict Process.

Reporting and Investigations:

Any violation of this policy should be reported through proper channels or directly to Anita Bullitt, abullitt@gskentuckiana.org or 502-413-2851. If you are unsure whether the action is a violation of the policy, one should err on the side of reporting to ensure the situation is considered. In all questions involving ethics and conduct, the appropriate conflict resolution process will be followed, except that any individual whose conduct is at issue will not participate in such decisions. Investigations may be required concerning issues arising under the code of conduct. Cooperation in any such investigation is expected. Failure to cooperate in an investigation under this policy will be considered a violation of the policy.

Acknowledgments:

Acknowledgement of this Code of Conduct will occur at the time of applying for membership or when being offered employment. The acknowledgement statement is part of the *Shield the Vulnerable* child protection training that is also required of all volunteers and staff.

- Acknowledgement statement
 - By signing this acknowledgment, I agree to abide by the Girl Scout Promise and Law, all policies, and the Girl Scouts of Kentuckiana Code of Conduct.

Girl Scouts of Kentuckiana Program & Learning Centers				
Caveland PLC 901 Lehman Ave., Ste. 7 Bowling Green, KY 42101	Heartland PLC 200 Sycamore St., Ste. 134 Elizabethtown, KY 42701	Metro Louisville PLC 2115 Lexington Rd. Louisville, KY 40206	Pennyroyal PLC 3095 Girl Scout Rd. Utica, KY 42376	Bear Creek PLC 711 Jefferson St. Paducah, KY 42001