

CODE OF CONDUCT FOR KVHAA EXECUTIVE COMMITTEE (EC) MEMBERS

"Do the right thing. Do it right. Do it on time."

1. Service with a smile

- Remember that every alumnus/alumna is an important and integral part of the association, and the EC Members have voluntarily chosen to serve the members and the institution.
- Alignment to the Vision, Mission and Values of KVHAA, while adhering to the service mindset is the key.

2. Integrity and Respect

- Act with integrity and respect towards all stakeholders - fellow alumni, students, the School and with others.
- Ensure that there is no discrimination, harassment, or any form of misconduct, while discharging the duties, as prescribed.

3. Inclusivity and Diversity

- Promote an environment that is inclusive and welcoming to all alumni, regardless of background, ethnicity, gender, or beliefs.
- Encourage diverse participation in events, activities and leadership.

4. Engagement and Participation

- Actively participate in alumni activities and events to foster a strong, connected community.
- Provide constructive feedback and suggestions to improve the association's initiatives. Disagreement is fine, being disagreeable is not.

5. Privacy and Confidentiality

- Respect the privacy of fellow alumni and handle personal information with care.
- Ensure that alumni data is used only for association-related purposes and is kept secure.

Integrity | Inclusivity | Respect | Impact | Excellence

6. Transparency and Accountability

- Be transparent in all dealings related to the association, including financial matters and decision-making processes.
- Be accountable for all decisions, actions and commitments, made on behalf of the association. Be ready to accept any genuine mistakes that may have crept in inadvertently.

7. Teamwork

- Foster teamwork and work in a professional manner in all matters while promoting healthy debates, discussions and decision making.
- Once a decision has been made, all EC Members to completely support it, even if their point of view could not prevail over the majority. Be a true sport.

8. Support and Mentorship

- Support current students and fellow alumni through mentorship, guidance, and opportunities for growth.
- Share experiences and knowledge to help others succeed academically and professionally.

9. Commitment to Excellence

- Strive for excellence in all association activities and personal endeavours.
- Encourage continuous improvement and innovation in the association's operations and initiatives.

10. Conflict Resolution

- Address conflicts or grievances promptly and respectfully through appropriate channels. Do not escalate before discussing the matter openly and constructively within the EC.
- Foster a culture of open communication and mutual understanding to resolve issues amicably.

11. Compliance to Rules & Regulations

- It is mandatory to follow all rules and regulations of the land in general and that of the association.
- Being in the Executive Committee is a singular honour, but it also places a lot of responsibility on the Members, to be compliant to the KVHAA Rules and Regulations, in letter and spirit.

This Code of Conduct applies to all the Executive Committee Members, including the office bearers and Members. By adhering to this Code of Conduct, EC members of the KVH Alumni Association, Bangalore, commit to upholding the Vision, Mission and Values of the association, and to ensuring a positive, vibrant and impactful community for all, besides being a role model institution to similar others.