

BOARD OF DIRECTORS:

CHAIRMAN

TAN SRI DATUK DR OMAR A. RAHMAN

GOVERNMENT DIRECTORS

Financially Contributing Members

Ambassador Barry Faure

Secretary of State

Ministry of Foreign Affairs, Seychelles

Mr John Mair

UK, Alternate Director

Dr Ndeutala Angolo

Namibia

Dr Caleb Fundanga

Executive Director, MEFMI

Zimbabwe, Alternate Director

High Commission of Malaysia, tbc

Alternate Director, tbc

Non-Financially Contributing Members

Director, tbc

Alternate Director, tbc

PRIVATE & PUBLIC SECTOR DIRECTORS

Director, tbc

Alternate Director, tbc

Lt. General (ret'd) Ihsan Shurdom

Jordan

Prof Sam Tulya-Muhika

Chairman/Managing Director

International Development Consultants

Uganda, Alternate Director

PERMANENT DIRECTORS

Dato' Choo Eng Guan

Oscar Symphony Sdn Bhd, Malaysia

Mr Lennox Lewis

Trinidad & Tobago, Alternate Director

NETWORKING DIRECTORS

Tan Sri Datuk Dr Omar A. Rahman

Senior Fellow, Academy of Sciences

Malaysia & CPTM Fellow, Malaysia

CHAIRMAN

Alternate Director, tbc

Mr Lekoma Mothibatsela

Botswana

Mr Gwinyai Dzinotyiweyi

Zimbabwe, Alternate Director

Dr Andrew Taussig

UK

Alternate Director, tbc

ADDITIONAL DIRECTOR

Dr George Christodoulides

Cyprus

DIRECTOR AT LARGE

Dr Mihaela Y Smith PJN KMN

Chief Executive/Network Facilitator

& Joint Dialogue Convener, UK



CPTM MEMBERS'
CODE OF ETHICS
Governing Members Conduct
as of October 2018

The Members' Code of Ethics for Commonwealth Partnership for Technology Limited (CPTM) was adopted at the Annual General Meeting (AGM) on 13 November 1996, London; and it was subsequently amended in November 2006, and presented and adopted at the CPTM AGM that year.



CODE OF ETHICS

To ensure that CPTM executes its responsibilities properly, this Code of Ethics provides Guidelines for the conduct of all activities undertaken by any individual or group in the name of CPTM. A distinction should be drawn between CPTM, the Core Group of the Network, including the Smart Partners' Hub team, and the wider Network of Members who form CPTM at large (Smart Partnership Movement), all of whom are bound by this Code during any activity undertaken for or on behalf of CPTM.

THE CONTEXT

The Stakeholders in CPTM are the Members and Staff of the Company as well as the clients. As far as members are concerned they represent interests under three categories:

- (a) governments of Commonwealth countries whose representatives are nominated as members of CPTM.
- (b) companies whose representatives are nominated as members of CPTM.
- (c) individuals who are invited to become members of CPTM as networking members.

Associated organisations with which CPTM has a formal or informal relationship eg. Nodes or the CPTM Endowment Fund Ltd. should also be counted among the stakeholders.

CPTM espouses the philosophy of "smart partnership" in its activities whereby the providers and receivers of advice in activities delivered by the Company both benefit: this is a win-win situation.

The principle on which a Networking member will operate through CPTM is that the member will give his/her time freely and without a fee (though expenses may be paid); and does so for the benefit of the countries receiving his/her services, and in his/her turn benefits from the experience. This is known as the principle of cooperative resourcing and applies equally to individuals and the organisations represented in CPTM. During any such period of cooperative resourcing a member will observe the conditions of the Code of Ethics.

Any person providing services as a paid consultant through CPTM will be engaged on a contract which will require observance of the Code of Ethics in its terms.



THE CODE

1. Any individual operating in the name of CPTM will promote the objects of the Company and respect the ideals of the CPTM **vision and mission** statements, viz:
 - CPTM has a vision to become a leading agent of change in harnessing technology for growth and wealth creation through the application of the Smart Partnership approach, mainly within Commonwealth countries.
 - CPTM has a mission to enhance national capabilities by encouraging the development of sound technology management using public/private sector partnerships.
 - CPTM believes in promoting the exchange of information and experience through co-operative networking and resourcing of the members of the CPTM network.
 - CPTM will ensure the transfer of best practice in all fields of management, wherever this is appropriate and applicable.
2. This Code of Ethics highlights the principles which guide the behaviour of people representing CPTM in whatever guise under the following four headings:
 - Conduct
 - Protection of Information
 - Conflict of Interest
 - Cultural Differences

CONDUCT

3. Stakeholder organisations taking part in the activities of CPTM will, during such activities, commit the bodies they represent to the extent to which they are authorised, always providing that such commitment is compatible with the objectives of CPTM.
4. All work done through or on behalf of CPTM will be executed in a manner consistent with the highest standards of the profession of an individual.
5. All Members and Staff of CPTM will respect the Codes of Ethics of other professions and entities insofar as their activities relate to CPTM.
6. All activities done through or on behalf of CPTM will be carried out in consonance with the principles of sustainable development.
7. All persons engaged on CPTM activities shall behave lawfully and in a manner consistent with good social conduct.
8. CPTM **must** remain politically neutral.
9. CPTM must not contribute to any effort that promotes or supports directly or indirectly, war, genocide or violent use of force against citizens.

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PROTECTION OF INFORMATION

10. All persons will maintain confidentiality with regard to any manifestly confidential information, document or other data they may become privy to whilst engaged on tasks for CPTM.
11. The protection afforded such information, document or other data will remain in force until such time as the Board of CPTM sees fit to revoke it.
12. All persons shall respect the copyright and protection afforded to all publications, inventions, patents and other intellectual property during any period of work for or on behalf of CPTM.

CONFLICT OF INTEREST

13. All persons engaged on CPTM activities shall ensure that no conflict of interest exists between their personal and professional activities and their duties on behalf of CPTM.
14. Should any such conflict of interest exist, or appear to exist, the person who becomes aware of this conflict shall immediately report the matter to the Board or Chief Executive of CPTM.
15. In the course of their work with CPTM no person should give or receive gifts or take part in any transaction which might influence their attitude or behaviour in relation to a client or agency.
16. When engaged in CPTM activities, persons should not allow themselves to be placed in a position where they may be under any obligation to a third party to the detriment of CPTM or any clients of CPTM.
17. No payment, gift or favour should be made to any individual or organisation in order to obtain favourable treatment for CPTM.

CULTURAL DIFFERENCES

18. All persons acting for or in the name of CPTM shall respect the laws, customs and religious beliefs of the countries in which they work for the Company.
19. All Members and Staff of CPTM shall, during work done for or on behalf of CPTM, endeavour not to give offence to others from different cultural and ethnic backgrounds, so as to preserve harmony in all the activities of CPTM.
20. While engaged in work for or on behalf of CPTM, persons should not behave in a manner likely to offend other individuals or groups by words or action on the basis of their gender, ethnicity or culture.

CPTM Smart Partners' Hub, London

About CPTM www.cptm.org

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CPTM Privacy Addendum

CONFIDENTIALITY OF PERSONAL INFORMATION AND DATA

1. Commonwealth Partnership for Technology Management Ltd is committed to respecting members privacy and personal information.
2. We will be transparent with our membership about the information we are collecting and what we will do with it.
3. We hold staff and member personal information only for the purposes of maintaining CPTM and furthering the work of the SMART™ Network through events and forums.
4. We will put in place measures to protect your information and keep it secure.
5. We will hold the information you give us confidential. Your information will not be passed on to a third-party organization or individual outside of the CPTM network without the expressed permission of the member, either verbally or in writing, prior to the release of the information. Released information within this context will only be approved and communicated by the CEO.
6. Staff and members are to consult with the CEO when either the personal information of staff and or any member is being sought by a third-party organization or individual. Where this occurs, the matter is to be controlled in the manner described in item 5 above.
7. We will respect your data protection rights and aim to give you control over your own information. In this context, a request for your own information may be lodged with the CEO. The CEO will arrange for a statement to be prepared and sent to you showing the details of your information held.
8. Without prejudice to your rights under applicable laws, the above are not contractual and do not form any part of your working or voluntary relationship with CPTM.

In this context:

Definition:

- Member includes: Board of Directors, Private & Public Sector Appointed Members, Networking Members
- Staff includes: CPTM Employees (full-time, part-time, casual). Contractors, Subcontractors and their employees (full-time, part-time, casual).

CPTM Smart Partners' Hub
October 2018