

**DEPARTMENT OF TEXAS  
VETERANS OF FOREIGN WARS  
OF THE UNITED STATES**

**CODE OF ETHICS POLICY**



**VETERANS OF FOREIGN WARS.®**

---

**Texas**

**2020-2021**

**AS APPROVED BY THE TEXAS VFW COUNCIL OF ADMINISTRATION**

# **TEXAS VETERANS OF FOREIGN WARS CODE OF ETHICS POLICY**

## **INTRODUCTION**

The Veterans of Foreign Wars, Department of Texas, is a nonprofit membership organization under the laws of the State of Texas and an affiliated organization under the National Veterans of Foreign Wars of the United States, a Congressionally Chartered non-profit organization.

VFW members, affiliated organizations (including Districts and Posts) and the general public look to the Texas VFW to provide strong leadership on veterans' issues and to develop and implement effective programs to promote patriotism, community service, youth development and a strong national defense. In order to fulfill those important responsibilities, the organization must maintain a reputation that is above reproach.

## **POLICY STATEMENT**

In order to sustain the organization's reputation and assure its continued success, State officers, Council Members and employees, as well as members elected or appointed to leadership positions (e.g., committee chairmen and other appointees) are expected to conduct themselves in a professional manner and in accordance with the admonition in the Ritual to live lives of stainless integrity. To maintain the trust and confidence of the members, persons who donate to the organization and the public, the officers, Council members, employees and others in leadership positions must adhere to the highest standards of honesty, integrity and professional conduct and comply with the Code of Ethics.

This Code of Ethics is the policy of the Veterans of Foreign Wars, Department of Texas, and is intended to foster an environment that promotes ethical conduct in carrying out the mission of the organization by its leaders, volunteers and employees.

## **RESOURCES**

Resources used for this policy were obtained from the Internal Revenue Service, Government Services Administration (GSA), Texas Business Occupations Code, National VFW By-Laws and Manual of Procedure, and Texas VFW By-Laws.

## **CONTACT FOR QUESTIONS**

Dan West, State Quartermaster. Phone (512) 834-8535, ext. 102, or [dan@texasvfw.org](mailto:dan@texasvfw.org).

## **APPROVED BY**

This Code of Ethics Policy was approved by the 2020-2021 Council of Administration and ratified by the State Commander on September 16, 2020.

Officers, Council members, employees and other persons in leadership positions in the Veterans of Foreign Wars, Department of Texas, shall be governed by the following Code of Ethics Policy:

## **CODE OF ETHICS POLICY**

All officers, Council members, employees and others in leadership positions shall:

1. Display personal integrity, avoid misrepresentation and always be honest with others;
2. Act in a professional manner at all times;
3. Promote an environment where honesty and open communication are valued;
4. Resolve differences of opinion in a professional and mature manner;
5. Respect the confidentiality of privileged information;
6. Refuse to engage in or tolerate any form of discrimination or harassment toward members, employees, volunteers or other officers;
7. Exhibit respect and fairness toward all people;
8. Speak highly of the organization and its members; and
9. Promote the VFW and support the activities of the organization.

## **ACCOUNTABILITY**

Members and donors have placed their trust in the leadership of the organization to use funds to best fulfill the mission of the VFW. The officers, Council Members, employees and others in leadership positions shall:

1. Refrain from using VFW's resources for any purpose that does not benefit the organization;
2. Ensure that travel, entertainment and related expenses that are incurred on behalf of the VFW are for the benefit of the organization and not for personal gain or interests;
3. Make objective and informed decisions concerning the proper use of funds or assets of the organization;
4. Regard the assets of the organization with the same consideration and same care as personal assets when making decisions; and
5. Complete and sign the attached Disclosure of Conflicts Form and return to the Texas VFW State Adjutant/Quartermaster.

## CODE OF ETHICS ACKNOWLEDGMENT FORM

I acknowledge that I have received and read the Texas Veterans of Foreign Wars of the United States Code of Ethics Policy. I understand that I am responsible for adhering to the principles and standards of this Code, including, specifically, those provisions concerning Conflicts of Interest. I am not aware of any interests or relationships that could give rise to a Conflict of Interest or otherwise violate the Code of Ethics. I will disclose any such interests or relationships as soon as I am aware of it. I confirm that I will conduct myself in accordance with the principles and standards of the Code.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# RATIFICATION

Except as modified and amended by subsequent action of the Texas Veterans of Foreign Wars Council of Administration, the Whistleblower Protection Policy is hereby ratified by majority vote and confirmed in full force and effect in accordance with its terms by the 2020-2021 Council of Administration on September 16, 2020.



Richard "Dick" Shawver  
State Commander

OFFICIAL:



Dan West  
State Adjutant