

First Nation Tax Administrators Code of Ethics

1. I will complete my tax administration duties and responsibilities to the best of my ability at all times.
2. I will uphold the bylaws and laws and the policies and procedures of the First Nation, and will comply with all applicable laws, regulations and standards that relate to First Nations property taxation.
3. I will promptly inform stakeholders of developments in First Nation property taxation, related initiatives, issues and standards.
4. I will act with fairness, accountability and transparency at all times in my dealings with the First Nation and the taxpayers.
5. I am committed to professional development. I will take courses, training seminars and seek information to keep informed of the latest developments, technologies, regulations and standards in first nation property taxation.
6. I will consult with legal counsel when necessary to ensure compliance with applicable laws.
7. I will disclose conflicts of interest and take action to mitigate conflicts of interest, excusing myself when necessary.
8. I will protect the confidentiality of sensitive and private information regarding taxpayers, the First Nation and its members.
9. I will carry myself in my personal and professional life in a manner befitting my administrative role. I will always act with honesty, integrity, accountability and cooperation.
10. I will endeavour to cooperate with other professionals, disciplines and individuals to ensure the property tax system supports and advances the objectives of the First Nation.
11. I will support other First Nation tax administrators and First Nation tax authorities. I will act as a mentor, share information and offer encouragement for the betterment of the tax administration field.
12. I will promote best practices in First Nation tax administration at all times.

I, _____, promise to abide by this Code of Ethics.
[print name]

[Signature]

Witness:

Signed at _____, _____ on this _____ day of _____, 20__.
[City/Town] [Province]