

MEMBERSHIP: Code of Conduct

This Code of Conduct should be read in conjunction with the provisions of member conduct and behaviour provided in the Memorandum of Incorporation of the AUHF, specifically with reference to:

- **Clause 7.13. 2: Board decision on ethical conduct of members subsequent to membership.**
- **Clause 11: Grounds for disqualification of membership by the board.**
- **Clause 12.4.3, 12.5, 12.6 and 12.7: The discretion of the board on the cancellation of membership due to member conduct**

The AUHF has, as of March 2019, taken a decision to expand its membership participation and invite the broader sector practitioners whose involvement was not previously emphasized in the core mandate of the membership body. These organizations represent various sectors of specialization who impact in the value chain of housing supply and support of the demand side to achieving affordability.

As the AUHF continues its commitment to promoting affordable housing finance on the African continent, the broadening of the membership body requires a cross-cutting and multi-sector code of ethics which would be applicable to all members. The AUHF membership body emphasizes the need for all members to operate in their daily business applying the strictest code of conduct in their sector and acting in an ethical manner within their respective jurisdictions of operation. The following categories of membership would be accountable to each of these regulators but not limited to them:

Category	Regulations and Applicable for Laws of Adherence:
Bank & Other Financiers	National Reserve Banks, Financial Services Board/Regulator, National Credit Regulators, Basel, Professional Membership Bodies
Developers	Land Use Act in Jurisdiction, Local Government, Real Estate Agency Regulators and Professional Membership Bodies
Capital: Private Equity, Pension Funds and Insurance	Pension Fund Acts, Venture Capital Association Ethics, Insurance Act, Financial Services Boards/Regulator, Professional Membership Bodies
Academic & Research, Industry Service Providers	National Qualifications Authorities, Industry Regulatory Bodies, Practitioners Professional Member Bodies
Honorary	Highest Civil Law in the jurisdiction

The AUHF will require its members to report on their compliance to the applicable regulatory environment within their respective jurisdictions, through the annual completion of a template to be circulated by the Secretariat, prior to the Annual General Meeting.

In addition, the AUHF asserts a General Code of Good Business practice each member should adhere to which covers the following key areas in the AUHF:

- Members should perform their duties with honesty, integrity, personal accountability, without intimidation and to the best of their ability in their sectors;
- Members in the operation and business dealings should demonstrate a sense of purpose and commitment to achieving sector development;
- Members should comply with the policies and procedures that apply to their industry bodies in the manner in which conducts its business

- Be seen to be accountable to their actions and decision in their business dealings and operations;
- Be a pioneering voice that challenges unethical behavior in the sector that is in conflict with this policy.

To determine this, the following questions will be circulated together with the annual invoice for membership fees. Responses will be collected, and a report will be prepared for review at the AGM.

AUHF – Code of Conduct Compliance Annual Member Questionnaire	
Bank & Other Financiers:	<ol style="list-style-type: none"> 1. Has the organisation submitted to the Central Bank all submissions required in the year? 2. Has all Revenue Collection applications been submitted to the Revenue Services? 3. Have all Consumer Right communication and disputes been attended to in a framework provided by the credit regulator? 4. Have Annual Financial Statements complied with the applicable financial reporting standards? 5. Has there been any industry judgements against the institution for non-compliance and unethical business dealings? 6. Have all Basel requirements for compliance been adhered to?
Capital: Private Equity, Pension Funds and Insurance	<ol style="list-style-type: none"> 1. Has the organisation submitted to the Pension Fund regulator all submissions required in the year? 2. Have the pension allocations adhered to the provisions of the policy provision to safeguard pensioners assets? 3. Have Annual Financial Statements complied with the applicable financial reporting standards? 4. Has there been any industry judgements against the funds for non-compliance and unethical business dealings?
Developers:	<ol style="list-style-type: none"> 1. Have all projects sought approval in accordance to the standards in your jurisdiction? 2. Have certificates of compliance been obtained with no contravention of the applicable Laws? 3. Have all development occupations been certified? 4. Have all development insurance risks been applied to all developments to safeguard against loss of life due to negligence? 5. Has the developer suffered any loss due to judgement on non-compliance to development standards?
Academic & Research, Industry Service Providers	<ol style="list-style-type: none"> 1. Have all services provided been ratified by the qualification's authority in the jurisdiction? 2. Have all the services been provided with a customer centric approach and with adherence to the legal frameworks and provisions within the jurisdiction? 3. Have Annual Financial Statements complied with the applicable financial reporting standards?

Approved by the Board of the AUHF at its meeting on 2 June 2020, held by teleconference.



Signed

19/6/2020

Date