

Circular 2020-20 | Integrity guide for new board directors



**Victorian
Public Sector
Commission**

Circular Number	2020-20
Issue date:	13 November 2020
Application:	All Victorian public entities
Resources:	<ul style="list-style-type: none">• Integrity guide for new board directors• Board directors induction checklist for organisations
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Key points

We have developed a suite of resources on key integrity issues for new board directors.

The resource suite comprises the following integrity guidance notes:

- Duties and responsibilities of boards and board directors
- How to manage conflicts of interest and duty as a board director
- Gifts, benefits and hospitality as a board director
- Employing staff as a board director

We have also developed an induction checklist for organisations which outlines the key

documents that should be included in an incoming board member's induction kit.

Public entities and departments supporting public entities pursuant to section 13A of the [Public Administration Act 2004](#) can draw on these resources in developing and delivering relevant localised induction for incoming board members.

Background

In October 2018, the VPSC accepted a recommendation made by the Victorian Ombudsman to develop an induction program for incoming Board and Chief Executive Officers (CEOs) and Managing Directors (MDs).

The resource suite is a component of the induction program.

Scope

The resource suite is applicable to public entities as defined by section 5 of the [Public Administration Act 2004](#).

Date of application

The resource suite was published on 13 November 2020.

