

Ethical Food Banking Code Policy

1.0 PURPOSE

UHC – Hub of Opportunities (UHC) operates with integrity, fairness, and respect by adhering to the Ethical Food Banking Code, fostering trust among clients, donors, volunteers, and stakeholders.

2.0 POLICY

UHC is committed to complying with the Ethical Food Banking Code, ensuring that the following practices are conducted ethically, transparently, and with respect for the dignity and rights of all clients. The Ethical Food Banking Code is publicly posted and made accessible to clients, volunteers, staff, and the general public.

This policy applies to all staff, volunteers, and partners involved in the UHC operations.

3.0 Ethical Food Banking Code

UHC will:

1. Provide food to those in need regardless of race, nationality or ethnic origin, citizenship, colour, religion, sex, sexual orientation, income source, age, or mental or physical ability.
2. Treat all those who access services with the utmost dignity and respect.
3. Implement best practices in the proper and safe storage and handling of food.
4. Respect the privacy of those served and will maintain the confidentiality of personal information.
5. Do not sell donated food.
6. Acquire and share food in a spirit of cooperation with other food banks and food programs.
7. Strive to make the public aware of the existence of hunger, and of the factors that contribute to it.
8. Represent accurately, honestly, and completely our respective mission and activities to the larger community.

4.0 RESPONSIBILITIES

- 4.1 Each year, all volunteers (including Board Members) and staff will review this policy and sign off on their commitment to adhere to the Ethical Food Banking Code.

The annual review and sign-off process occurs as follows:

- New board members, staff, and volunteers review and sign the Ethical Food Banking Code as part of onboarding.

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- Existing board members, staff, and volunteers complete an annual review and sign-off, coordinated by the CEO (or designate);
 - Signed acknowledgements are dated and retained electronically and/or appropriately filed.
 - The organization maintains records of the most recent sign-off dates for board members, staff, and non-board volunteers.
- 4.2 The Ethical Food Banking Code is publicly posted at the organization’s premises and/or on the website in a location accessible to clients, volunteers, and the public.

5.0 REFERENCE

5.1 Supporting Documents

- Ethical Food Banking Code – Food Banks Canada
- Ethical Food Banking Code Acknowledgement Form

5.2 Cross-Reference Policies

- Privacy and Confidentiality Policy
- Volunteer Management Policy
- Code of Conduct

Approved by the Board of Directors: Alta Keenly
Date: March 17, 2026

ACKNOWLEDGEMENT AND AGREEMENT

I, _____, acknowledge that I have read and understand the Ethical Food Banking Code of UHC. I agree to adhere to this code. I understand that if I violate the rules set forth by this policy, I may face disciplinary action up to and including termination of employment/volunteer duties.

Name: _____

Signature: _____

Date: _____

Witness: _____

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