



MDI INDUCTION SCHEDULE: BOARD

Name: _____ **Position:** _____

Induction	Documents	Date
MDI Organisation Information	<ol style="list-style-type: none"> 1. MDI Annual Report 2. MDI Financial Statements 3. MDI Members' Guide to MDI 4. MDI Home from Home Apartment 5. MDI Organisation Chart 6. MDI Strategic Plan 7. MDI Strategic Dashboard 	
MDI Board Information	<ol style="list-style-type: none"> 1. MDI Board Code of Conduct 2. MDI Conflict of Interest Guidelines 3. MDI Confidentiality Policy 4. MDI Declaration of Interest Form 5. CRA Guidance for Charity Trustees https://www.charitiesregulator.ie/ 6. MDI Constitution 7. MDI Charity Governance Code 8. Details of Current Board Members 9. Schedule of Board Meetings 10. Matters Reserved for Board 11. MDI Sub-Committees 12. MDI Formal Reserve Policy 13. Minutes of last three previous meetings 	
MDI Board and Staff Introductions	<ol style="list-style-type: none"> 1. Meeting Members of the Board 2. Meeting MDI Management 3. Meeting MDI Staff – Dublin Office 4. Meeting MDI Staff – Regional Offices 5. Meeting Key Volunteers 	

MDI Policies & Procedures	Available in Head Office	

Signed: _____ **Position:** _____

Date: _____