



## **MEMBER CODE OF CONDUCT**

### **WHO THE CODE APPLIES TO**

This Code applies to all members of Peninsula Animal Aid, regardless of position, status or seniority.

### **BREACHES OF THE CODE OF CONDUCT**

All members are to familiarise themselves with the Code of Conduct and ensure compliance. Failure to comply with the standards of conduct outlined, without valid reason, will be addressed by the Management Committee and may result in termination of membership as set out in the Constitution.

Members requiring advice or assistance concerning their obligations under this Code should seek assistance from a member of the Management Committee.

### **DETERMINATION OF CONDUCT**

Determining whether a member's conduct is right and proper in terms of this Code requires examination of:

- the nature of the conduct exhibited and
- the context in which the conduct takes place

Within this framework, appropriateness of conduct is then determined with reference to the expectations of Peninsula Animal Aid, the community and the provisions of the Constitution.

### **USING THE CODE – MEMBER RESPONSIBILITIES**

- Conduct yourself with honesty and integrity
- Treat other members and volunteers fairly and with courtesy and respect
- Guard against conflicts of interest
- Do not respond as if acting on behalf of PAA to any community comments on PAA matters without prior approval of the Management Committee or make any public comment that might be injurious or prejudicial to the character or interests of the Association
- Do not indulge in behaviours against others that may constitute unlawful discrimination, sexual and other forms of harassment, vilification, or bullying or that might be considered injurious or prejudicial to the character or interests of the Association
- Safeguard the privacy and confidentiality of matters of a personal nature relating to other PAA volunteers or members.

### **MANAGEMENT COMMITTEE MEMBERS**

- Manage the Association's affairs, property and funds responsibly and with integrity
- Provide conscientious, effective, decisive, objective, efficient and courteous leadership
- Budget honestly
- Establish open communication with key stakeholders both inside and without PAA
- Work collaboratively
- Adhere to the principles of natural justice
- Adhere to the law and report criminal activity

### **AUTHORISATION**

Management Committee Secretary  
8 July 2013  
Peninsula Animal Aid Association Inc.