
Governance Institute of Australia
Code of Conduct

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Opening

This Code of Conduct applies to all stakeholders (staff, officers, and volunteers) of Governance Institute of Australia. This includes Directors, Council and Committee members and any other member, participant, student or contractor.

This Code should be read in conjunction with the Governance Institute's Code of Ethics (which is a Code for how members should conduct their own professional dealings), and Governance Institute's Policies and Values. The culture of the organisation is built through conduct that aligns with this Code.

Code of Conduct

Governance Institute requires its staff, volunteers and members to observe the highest standards of professional conduct and ethical behaviour in all their activities.

All stakeholders will treat each other (and any other member of the public with whom they come into contact when acting for the Governance Institute) with courtesy and respect. Stakeholders should value diversity of thinking, listen to and acknowledge other people's work and treat others the way they would like to be treated themselves. Harassment of any kind will not be tolerated.

All dealings with stakeholders should be fair, honest and equitable. Stakeholders must not discriminate on any basis.

Stakeholders must not commit, permit or fail to report violations of any law or regulation. Nor should they fail to report a violation of this Code of Conduct or any other Governance Institute policy or code – "the standard you walk past is the standard you accept".

Stakeholders should always be prepared for the work they conduct for the Governance Institute, and, to the best of their ability, be physically and mentally able to contribute to Governance Institute's work. Inappropriate use of drugs or alcohol may affect a stakeholder's ability to comply with this Code.

Governance Institute is committed to safety. We require stakeholders to comply with health and safety requirements and do their utmost to take care of their own and others' physical and psychological safety and wellbeing.

All stakeholders should use Governance Institute's resources (including internet, email, social media platforms and any physical resources) responsibly and ethically. Inappropriate use for personal gain, or to harm Governance Institute or others is unacceptable.

Stakeholders should always act in the best interests of Governance Institute. This includes maintaining confidentiality of information, the highest standard of integrity when it comes to handling Governance Institute's or other stakeholders' funds and declaring and managing conflicts of interest. Behaviour should enhance, not detract from the Institute's reputation.

Breach of Code

Where these standards are not met appropriate disciplinary action may be taken in accordance with the Constitution of Governance Institute of Australia Ltd. Should any stakeholder wish to raise concerns, these should be escalated through an appropriate Governance Institute staff member, and/or the Company Secretary on CompanySecretary@governanceinstitute.com.au