

## CODE OF CONDUCT

This policy sets out guidelines for working relationships and behaviour of MHLET members. This applies to all employees, students, volunteers and Board members.

All people involved in MHLET must sign and abide by the Code of Conduct.

MHLET expects a high standard of behaviour and professionalism from MHLET members and participants at all times.

Where members are in breach of the Code of Conduct disciplinary action may occur. If the behaviour continues, the person may not be able to continue participating in MHLET activities.

The following principles form the Code of Conduct.

- Operate in a professional manner, adhering to relevant professional and organisation codes of ethics, and working with respect, fairness and integrity at all times,
- MHLET policies are to be followed, such as Workplace Health and Safety, Anti-Discrimination, Privacy and Confidentiality, and Bullying and Harassment,
- Members are to be respectful of colleagues and work to resolve conflict directly, in a safe and respectful manner, with an intent to improve interpersonal relationships,
- Where conflict is not directly resolvable between two parties appropriate policies should be applied,
- Participants and members are to conduct themselves professionally with stakeholders at all times, and not act in a manner that could bring the name of MHLET into disrepute,
- Participants and members are to abide by the MHLET media and social media guidelines, ensuring they do not publicly represent a view as being held by MHLET unless they have been specifically authorised by the CEO to do so, and
- Participants and members are to show due care when using all assets and property belonging to MHLET.