

# Code of Conduct

## Moruya & District Historical Society Inc. (MDHS)

This Code of Conduct is the standard of behaviour set by the Management Committee and approved by the Society and is expected of all members and volunteers of the Society.

MDHS has an obligation to provide a safe and secure environment for members, volunteers and visitors to pursue these objectives and to protect the Society's assets and resources through the Constitution, policies and procedures to:

1. To foster an appreciation of the culture and history of the people of the region
2. To preserve and provide access to the Society's collections

### MDHS's Values

- Honesty integrity and ethical practice
- Innovation, application and achievement
- Exemplary service practices

## Conduct

I commit to taking responsibility for contributing in a constructive and positive way to enhance good governance and the reputation of MDHS.

### Integrity.

I will

- act in a fair, honest and proper manner and according to the law;
- act with reasonable care and diligence;
- adhere to all MDHS policies and procedures;
- avoid any conflict of interest and not compromise Society interests, and
- protect the privacy of members and clients of the Society.

### Respect.

I will

- promote an environment of mutual respect, trust and acceptance, free of any form of bullying or intimidatory behaviour;
- treat Society members and the public with honesty, fairness and without discrimination;
- resolve differing opinions by mediated discussion without coercion, respecting others individual values, beliefs, efforts and ideas, and
- contribute to a harmonious and safe volunteer environment by our work habits, and professional relationships.

### Accountability.

I will

- ensure Society resources and assets are managed and used effectively, efficiently and for legitimate Society purposes;
- secure Society assets and resources against theft, misuse, or wilful damage;
- guard against wasteful practices;
- observe procedural fairness (natural justice) in all decision making, and
- declare potential conflicts of interest between their private and/or financial interests and MDHS responsibilities.

I am committed to upholding the principles in the MDHS Code of Ethics.