



## Code of conduct for Blazing Swan Incorporated

### Introduction

Blazing Swan, Incorporated (“BSI”) is committed to acting and doing business underpinned by the following five core values; fairness, honesty, respect, care and integrity in the pursuance of our ‘Objects of Association’ to:

- (a) organise, develop and promote:
  - (i) an annual arts, music, and cultural festival which is inclusive, accepting, and safe;
  - (ii) other related events promoting self-expression, identity and understanding;
- (b) foster and create new art projects in Western Australia;
- (c) develop and support workshops and training activities;
- (d) support and develop community based fundraising events to further the Association’s objects;
- (d) train volunteers to facilitate the Association’s objects; and
- (e) conduct the Association’s activities in an environmentally sustainable manner.

### Aim

This Code provides guidance on the conduct and expectations for ethical behaviour by any member of the Blazing Swan community. It is about establishing common values underpinned by the 11 Principles of the Blazing Swan community and setting guidelines for acceptable behaviour.

### Our Five Core Values

#### ***Fairness***

We seek to promote fairness, diversity, inclusion and equality of opportunity. We will challenge discrimination, disadvantage and harassment to make the Blazing Swan community a fairer and more equitable place for all.

#### ***Honesty***

We seek to be straightforward with each other and ourselves at all times in our conduct, communication and intent. We value the cohesiveness this builds in our community.

#### ***Respect***

Anyone may be part of Blazing Swan. We welcome and respect all members of our community and understand that we are responsible for our own behaviour at all times.

#### ***Care***

We treat all individuals with care. Our relationships are based on trust, mutual respect and the acceptance of responsibility. We recognise the value of working in partnership with each other and the wider community in the pursuance of our goals.

#### ***Integrity***



We achieve integrity through the consistency of our actions, values, and behaviour. Signs of integrity include; apologising when wrong, giving the benefit of the doubt when circumstances are unclear and volunteering.

### **Applicability of the Code**

The requirements of the Code apply to; Committee members, general members, volunteers, work placement participants, contractors or individuals choosing to utilise our resources at The Nest.

### **Guidelines for Acceptable Behaviour**

You are expected to:

- Maintain a harmonious workplace and to contribute to the resolution of workplace issues and disagreements in a prompt, fair and impartial manner.
- Ensure workplace and site safety at all times. Wear appropriate personal protective equipment for the tools being used and job being undertaken. Operating vehicles, using powered hand-tools or machinery while under the influence of alcohol or other drugs is considered a serious breach of the Code of Conduct.
- Not partake in any non-consensual behaviour of a sexual, aggressive, violent or threatening nature. If you observe any such behaviour, speak-up.
- Clean-up after yourself and endeavour, wherever possible, to leave such places in a state better than you find them.
- Protect BSI property and the belongings of others from theft, misappropriation and misuse.
- Avoid any activities that could involve or potentially involve any unethical behaviour, unlawful practices or harm to our reputation.
- Safeguard confidential information of BSI and respect the confidential information of other parties.
- Avoid situations where a third party may think that you are speaking on behalf of BSI when not expressly instructed to do so.
- Report any dealings of worth to the committee as soon as possible.

### **Breaching this Code**

Breaches of this Code may lead to disciplinary action. If you require clarification of any of the requirements of this Code, contact the Chairman.

### **Important Note**

The Code of Conduct is intended to help resolve community issues. It is not intended to, nor can it, apply to issues between individuals within our community where they have been taken to outside agencies such as the Police.