

# CODE OF CONDUCT

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The Code of Conduct applies to all financial members, volunteers and employees ('members') of Upper Snowy Landcare Network while undertaking any role or activity related to Upper Snowy Landcare Network.

<p><b>PURPOSE</b></p>	<p>The Code of Conduct contains standards of behaviour expected at Upper Snowy Landcare Network (USLN). It is a central guide and reference to support day-to-day decision making and reflects the purpose, mission and values of Upper Snowy Landcare Network.</p>
<p><b>OUR PRINCIPLES</b></p>	<p>The Code of Conduct is based on the following fundamental ethical principles:</p> <ol style="list-style-type: none"> <li>I. <b>RESPECT FOR THE LAW</b> USLN members, in common with all citizens, are under the jurisdiction of the laws of the State and the Commonwealth and are obliged to observe such laws.</li>   <li>II. <b>RESPECT FOR ALL PERSONS</b> USLN recognises that its primary responsibility is to Landcare members however, USLN commits to treat all members of the community equitably, with dignity and respect. This involves, but is not limited to, the following: <ul style="list-style-type: none"> <li>▪ Tolerance of the views held by others which are different from your own;</li> <li>▪ Courtesy and responsiveness in dealing with others;</li> <li>▪ Fairness in supervising and dealing with other members;</li> <li>▪ Making decisions that are procedurally fair to all people according to the principles of natural justice;</li> <li>▪ Not discriminating on grounds such as gender, sexual orientation, race, ability, cultural background, religious status, marital status, age or political conviction;</li> <li>▪ An awareness and respect for cultural difference;</li> </ul> </li> </ol>

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- Allowing for alternative points of view to be expressed;
- Not engaging in behaviour that might reasonably be perceived as harassment, bullying or intimidation; and
- Not engaging in conduct likely to bring discredit upon USLN.

For USLN policies regarding respect for all persons please see:

- [Anti-Discrimination Policy](#)
- [Affirmative Action Policy](#)
- [Equal Employment Opportunity Policy & Procedure](#)
- [Bullying Policy & Procedure](#)
- [Sexual Harassment Policy](#)

### III. INTEGRITY

USLN members should carry out their duties in the best interests of USLN and avoid conflicts between their private interests and their Landcare responsibilities with respect to:

- Personal relationships;
- Financial relationships;
- Receipt of gifts;
- Outside work;
- Use of confidential information obtained in the course of Landcare duties; and
- External activities and public comment.

For USLN policies regarding integrity please see:

- [Financial Management Policy](#)
- [Records Management Policy](#)

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## IV. DILIGENCE

USLN members should carry out their duties in a professional and conscientious manner. This involves:

- Always acting honestly, in good faith, and in the best interest of USLN;
- Carrying out official decisions and policies faithfully and impartially;
- Seeking to attain the highest possible standards of performance;
- Exercising care for others in Landcare-related activities; and
- Committee members have an obligation to be independent in judgement and action and to take all reasonable steps to be satisfied as to the soundness of all decisions taken by the Committee.

## V. CONFLICT OF INTEREST

USLN members must declare interests which conflict, either perceived or actual, with USLN duties and activities. Members must not allow personal interests, or the interests of any associated person, to conflict with the interests of USLN.

A conflict of interest may include, but is not limited to, an expressed personal value or belief, professional ethics, personal or professional relationships, financial or proprietary interests.

For USLN policies regarding conflict of interest please see:

- [Conflict of Interest Policy](#)

## VI. CONFIDENTIALITY

USLN acknowledges that confidential information received in the course of the exercise of official duties remains the property of USLN.

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	<p>In addition, it is improper to disclose confidential information, or allow it to be disclosed, unless that disclosure has been authorised by USLN or the person from whom the information is provided, or is required by law.</p> <p>Documents and information of USLN should be placed in secure locations where possible and sensitive information should not be distributed without the Chairperson’s consent.</p> <p>For USLN policies regarding confidentiality please see:</p> <ul style="list-style-type: none"> <li>▪ <a href="#">Privacy Policy</a></li> <li>▪ <a href="#">Records Management Policy</a></li> </ul>
<p><b>GRIEVANCES, COMPLAINTS AND PROCEDURES</b></p>	<p>Breaches of this Code of Conduct or other policies of USLN will be addressed by way of the <a href="#">Grievance Policy &amp; Procedure</a>.</p> <p>USLN members should familiarise themselves with this Code of Conduct and relevant policies and procedures and endeavour to ensure that its principles are observed at all times. These policies will come under review by the committee once every three years.</p>

	<b>AUTHORISATION:</b>	
	This version was approved on:	4/2/2025
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