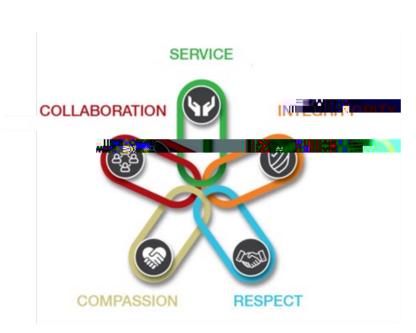
- SU
- pr
- sı C

been defir peoples' b

Figure A:



Authorised By: Document Owner: Chief Executive Officer Head of People and Culture Original Issue: April 2007

Version:

Approval Date:

Review Date:

December 2023 December 2026

Page 2 of 7

Authorised By: Document Owner:

Page 4 of 7

Chief Executive Officer Head of People and Culture Original Issue: April 2007 Version: 5

Approval Date: Dece Review Date: Dece

December 2023 December 2026

- 1. I will uphold the integrity and good reputation of RACS by ensuring that my professional and personal conduct is consistent with RACS values, policies and procedures and this Conduct Policy.
- 2. I will be accountable for the professional and personal actions I take and ensure that I effectively manage the power and responsibility that comes with my RACS role.
- 3. I understand that social media is a valuable and highly visible means for communicating and staying in touch with family and friends. I acknowledge the boundary between what I am posting as an individual opinion and what is that of a staff member, volunteer or other person connected with RACS. I will never speak on behalf of RACS without approval in accordance with the RACS Social Media Policy.
- 4. I will contribute to preventing all forms of criminal or unethical activities.
- 5. I will inform RACS of any relevant criminal convictions or charges I have had prior to my work with RACS where RACS may have a legitimate interest.
- 6. I will not work under the influence of alcohol or use, or be in possession of, illegal substances on RACS or partner premises, vehicles or accommodation.
- 7. I will comply with any lawful and reasonable direction given by someone in RACS who has the authority to give the direction. I will respect the role and decisions of managers, the CEO and RACS Council.
- 8. I will treat all people with respect and dignity and challenge any form of harassment, discrimination, intimidation, exploitation or abuse.
- 9. I will respect all people's rights, and I will contribute to a working environment characterised by mutual respect, integrity, dignity and non-discrimination.
- 10. I will use my best endeavours to report any such behaviours or Reportable Conduct in the workplace to RACS line management or through recognised confidential reporting systems.
- 11. I will perform my duties and conduct my private life in a manner that avoids possible conflicts of interest with the work of RACS.
- 12. I will declare any financial, personal, family (or close intimate relationship) interest in matters of official business which may impact on the work of RACS (e.g. contract for goods/services, employment or promotion within RACS or partner organisations).
- 13. I will protect the health, safety, security and welfare of all RACS people and partners.
- 14. I will avoid any unnecessary risk to the safety, health and welfare of myself and others, including partner organisations, and community members/patients.
- 15. I will undertake and act on appropriate risk assessments.
- 16. I will be responsible for the use of information, equipment, money and resources to which I have access by reason of my work with RACS
- 17. I will show reasonable care and only use RACS property, resources, or funds for authorised purposes.
- 18. I will use my discretion when handling sensitive or confidential information.

Authorised By: Chief Executive Officer Original Issue: April 2007

Document Owner: Head of People and Culture Version: 5

Approval Date: December 2023

Page 5 of 7 Review Date: December 2026

- I will seek authorisation before communicating externally in RACS's name and will avoid any unintended detrimental repercussions for me or RACS. I will adhere at all times to RACS Media Policy.
- 20. I understand that the content of any e-mail sent or received using RACS systems and equipment are the property of RACS and that RACS reserves the right to access employee and volunteer work accounts.
- 21. I will promote partner rights, voice and priorities, protect the environment and avoid welfare, evangelical and partisan approaches in line with the RACS Global Health Development and Non-Development Policy.
- 22. I will ensure that my conduct is consistent with local partner-centred approaches to which all Global Health programs subscribe and that all programs that I am involved with are informed by local needs and priorities. I will therefore not put my own ideas and priorities ahead of the needs and priorities of those that I exist to support. I will avoid all forms of perceived 'colonialism'.
- 23. I will use my best endeavours to protect the natural environment and work in a sustainable way.
- 24. Whilst observing the requirements of the Policy, I will also be sensitive to, and respectful of, local customs and culture, even if the norms and valkof thal(al)2 18lri(al)2 18lrs .1 (s)-8 xcus4 (e(c)-8 (o)-8.1 (

Authorised By: Document Owner: Chief Executive Officer
Head of People and Culture

Original Issue: Version:

April 2007

Approval Date: December 2023 Review Date: December 2026

Page 6 of 7

i		

I will only communicate or use information and images that I collect from patients, partners and others, including children, when I have obtained and documented their free, prior and 31. informed consent to do so or in the case of childrhe c che co ldr e-Bc/coO8(193(n)-D22-21 & 1(2-2.65g3 0.00222(2n2)6\$dr)(ox))FD6.14 (4532(.9 ((ubs)+B))TeOi)3.245)TD2(ae8)(3C) ((1)3(4\$)+2.2 (e1)222d

Authorised By: **Document Owner:**

Page 7 of 7

Chief Executive Officer Head of People and Culture Original Issue: April 2007 Version:

Approval Date:

December 2023 Review Date: December 2026