



## CODE OF CONDUCT

In addition to the International Rotarian Code of Conduct, further guidance is provided to the Board, whose election will place them in a special position of influence and responsibility. The intent here is to assist when the question arises:

***What is the right thing to do? It is an expectation that the Board members will:***

Act with impartiality, honesty and integrity;

Accept accountability for actions and avoid conflict of interests;

Treat club members as well as the general community with courtesy and respect to ensure that neither offence nor embarrassment is caused; and

Act properly and in accordance with the requirements of the law and Rotary's Four Way Test.

### **Mutual Respect Working Relationships and Decision Making**

It is essential for organisational functioning and in the best interest of Sunrise Rotary that the Board work together to resolve problems. Board members need to treat each other with respect, courtesy and sensitivity and should, at all times, act reasonably, justly and without discrimination.

**Board Members will:**

Promote the aims and purposes of Bairnsdale Sunrise Rotary;

Be courteous and honest to all members and fellow board members;

Respect each other and the right of another to be heard (whatever the views of that person);

Encourage positive working relationships within the club and between all members;

Act impartially, and through an open and respectful sharing of opinion, seek to achieve informed decisions that are in the best interests of Bairnsdale Sunrise Rotary as a whole;

Respect Board decisions, present views of the board as accurately as possible (irrespective of personal points of view) and abstain from publicly criticising the decisions of the other Board members; and

Advise the President or the immediate Past President if they have concerns that the Board or other members have acted contrary to Bairnsdale Sunrise Rotary's policy, decisions or Code of Conduct Guidelines.

### **Bullying and Violence**

Bairnsdale Sunrise Rotary is committed to protecting the health, safety and wellbeing of all members and will provide, as far as it is practicable, a safe environment that is free from bullying and violent behaviour.

### **Email**

Email should be used to communicate facts, information needing to be shared, and general information. Arguments, specific opinions, lobbying, criticism of others, personal issues, should be done face to face. Management of these issues by email can result in miscommunication, selective transmission of information and creation of conflict.