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Australian National University Student Media

CODE OF CONDUCT

Board members, sub-editors and staff are expected to carry out their duties honestly, responsibly and impartially to the best of their ability. This Code of Conduct applies to Board members, sub-editors, staff and volunteers during those times in which they perform work for or represent the Association. It does not apply to conduct engaged in outside of official work.

Exercising care and diligence

All Board members, sub-editors, volunteers and staff members should:

- a. carry out their duties in a professional, responsible and conscientious manner;
- b. carry out official directions and policies in a faithful impartial and transparent manner;
- c. ensure decisions are reasonable, fair and appropriate to the circumstances based on consideration of all relevant facts;
- d. report genuinely suspected fraud or corrupt conduct to appropriate authorities;
- e. take reasonable steps to ensure adequate protection of all confidential information;
- f. take reasonable steps to ensure compliance with intellectual property laws;
- g. maintain as appropriate the confidentiality of Association dealings when interacting with outside organisations and others within the Association;
- h. maintain adequate security over Association property, facilities and resources and information; and
- i. ensure that Association resources are managed effectively and efficiently.

Respect and fair treatment of people

This obligation covers the conduct of Board members, sub-editors, volunteers and staff members in their dealings with others including students, staff of the University and members of the community.

All Board members, sub-editors, volunteer and staff should:

- a. treat others with respect;
- b. treat others with courtesy, fairness and equity;
- c. engage in conduct that is respectful of differences and non-discriminatory;
- d. avoid behaviour that may be reasonably perceived as harassing, intimidating, overbearing, bullying or physically or emotionally threatening; and

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e. be responsive, courteous and prompt in Association dealings.

This policy is to be read in conjunction with the following ANU Student Media Policies:

- i. ANUSM Workplace discrimination and harassment policy
- ii. ANUSM Office Conduct Policy

Policy details

This policy was adopted by ANU Student Media on 23/01/2017.

This policy was last updated on 23/01/2017.