

IRCA MEMBERSHIP CODE OF CONDUCT



1. Purpose

The purpose of the IRCA Membership Code of Conduct is to support effective representation of, advocacy for and service delivery to IRCA members.

2. Application

The Code of Conduct sets out the actions, behaviours and attitudes requested of IRCA members as relevant to their direct contacts, engagement and communications with IRCA. Contacts and communications include:

- Participation in governance actions and provisions.
- Engagement in meetings, workshops, Festivals, seminars, conferences, delegations, committees.
- Use of IRCA provided membership benefits and resources.
- Engagement with IRCA staff and contractors, and
- Any other activities and communications where a Member has direct dealings with IRCA or formally represents IRCA.

3. Code of Conduct

3.1 Member Responsibilities

In dealing with IRCA as set out under *Application* above, members will:

- Act honestly and with integrity.
- Act with care and diligence.
- Treat other persons with respect and courtesy, and without discrimination, bullying, or harassment.
- Comply with all applicable Australian laws.
- Use IRCA's resources in a proper manner.
- Act in a way that upholds the values, integrity and good reputation of IRCA.

3.2 IRCA Responsibilities

In dealing with members as set out under *Application* above, IRCA will:

- Act honestly and with integrity;
- Act with care and diligence;
- Treat members with respect and courtesy, and without discrimination, bullying, or harassment;
- Comply with all applicable Australian laws;

- Use member provided information and resources in a proper and agreed manner;
- Act in a way that upholds the values, integrity and good reputation of IRCA.

4. IRCA values

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|------------------------|------------------------|-------------------|
| • Culture and language | • Opportunity building | • Partnership |
| • Innovation | • Commitment | • Accountability |
| • Diversity | • Achievement | • Transparency |
| | | • Ethical conduct |

5. Relevant legislation

5.1 Federal

- Age Discrimination Act 2004 (Cth)
- Australian Human Rights Commission Act 1986
- Copyright Act 1968
- Disability Discrimination Act 1992
- Fair Work Act 2009
- Racial Discrimination Act 1975
- Sex Discrimination Act 1984
- Workplace Gender Equality Act 2012

5.2 Northern Territory

- Work Health and Safety (National Uniform Legislation) Act 2011 (NT)

6. Other relevant IRCA Membership policies

- IRCA Membership Health and Safety Policy.
- IRCA Membership Diversity Policy.
- IRCA Membership Privacy Policy.

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