

be CODE OF ETHICS & PROPER PRACTICE

Beyond Empathy is committed to the adoption of ethical conduct in all areas of its responsibilities and authority.

BE workers and volunteers shall:

- 1.** BE honest and act in good faith at all times.
- 2.** BE positive role models to participants and communities in and out of workshop times.
- 3.** BE positive role models by refusing to engage in drug use with participants in or out of workshop or work hours.
- 4.** BE positive role models in the project community in terms of the responsible use of alcohol when out of workshop times or work hours but still in public view in the community.
- 5.** BE positive role models by choosing not to smoke cigarettes or by smoking cigarettes discretely and with respect towards others in community environments.
- 6.** BE able to complete duties thoughtfully and without any negligence caused by alcohol or drug dependencies.
- 7.** BE a good representative of the organisation by treating everyone with respect and acting with respect and decency.
- 8.** BE trustworthy at all times, particularly by not disclosing confidential information to any other person other than as agreed by the project leader or as required under law.
- 9.** BE hard working by acting in accordance with set duties and applying themselves to tasks with dedication, recognising both the legal and moral responsibilities associated with being a role model for participants and communities.
- 10.** BE a team player by respecting and working according to decisions made within the organisation and at the same time take seriously the right to pursue a review or reversal of a decision.



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Beyond Empathy shall:

- 1.** Ensure that there is an appropriate separation of duties and responsibilities between itself and the Board.
- 2.** Make every reasonable effort to ensure that Beyond Empathy does not raise community, supplier or stakeholder expectations that cannot be fulfilled.
- 3.** Meet its responsibility to ensure that all staff and young people engaged by Beyond Empathy are treated with due respect and are provided with a working environment and working conditions that meet all reasonable standards of employment as defined in relevant workplace legislation.
- 4.** Regularly review its own performance as the basis for its own development and quality assurance.
- 5.** Carry out its meetings in such a manner as to ensure fair and full participation of all key players.
- 6.** Ensure that Beyond Empathy assets are protected via a suitable risk management strategy.

