



IBN Code of Conduct

The IBN Code of Conduct is the way the Board expects its directors, employees and members to conduct themselves while engaged in IBN business.

- Treat each other with fairness and respect, without discrimination or harassment.
- Work in a safe manner with due regard for the health and safety of others and ourselves.
- Know and act within the limits of our rights and responsibilities.
- Comply with the laws of Western Australia and Australia.
- Comply with the policies and procedures of IBN.
- Treat the affairs and information of IBN with privacy and confidentiality.
- Record all information accurately and honestly.
- Look after and take care of all IBN property.
- Ensure that our outside activities don't create a conflict of interest that is not transparent or declared.
- Look after and protect our environment.

Behaviour that is offensive, intimidating, destructive or disruptive is not acceptable under the IBN Code of Conduct. Examples of unacceptable conduct include:

- Verbal abuse or harassment
- Physical assault
- Threats of violence
- Unauthorised use, theft or damage to IBN property
- Acting dishonestly or misrepresenting
- Abusive remarks on social media ('trolling')
- Soliciting IBN employees or directors for favours, money, cigarettes or anything else ('humbugging').

The IBN Code of Conduct was approved by the IBN Board of Directors on 10th June 2012