

CCACT Code of Conduct

Purpose & Scope

The Conservation Council ACT Region (CCACT) is a community organisation where everyone is welcome, and needed to face the challenges of the climate crisis and increases in biodiversity loss. The purpose of this Code of Conduct is to outline the ethical principles, values and responsibilities that we strive to work by and uphold. This Code of Conduct enshrines the responsibilities, obligations and expectations of our community.

This code of conduct applies to the following: Staff, Board, Volunteers, Working Groups, Member Groups and Community.

Standards of Conduct & Accountability

We abide by and expect the following standards of conduct and procedures of accountability from all who are involved with our organisation:

- We follow the principle of: everyone is needed, and everyone is welcome. Therefore, we expect our community to be kind, courteous to each other, open minded, inclusive of a diversity of views and respectful in all interactions.
- We do not tolerate or engage with anyone who displays disrespectful language and behaviour. This behaviour will incur consequences including but not limited to: being removed from future events and our database.
- We support the [calling in and calling out](#) of behaviour and language that is deemed inappropriate or offensive, and having open conversations about sensitive topics.
- We expect realistic expectations of our capacity and our role as a small, community-based organisation and reserve the right to make executive decisions about our work.

Dealing with Non-compliance

If a person has not complied with the Standards of Conduct and Accountability the Director or Board will take action to terminate the person's involvement with the organisation using the following steps:

- Communicating an initial warning and initiating conversation regarding the breach of the Code of Conduct, guided by this resource on ['Calling in' and 'Calling out'](#). This warning may be verbal or written.
- If behaviour continues, the following steps may be taken:
 - Removal from database
 - Directive to not attend events, the office premises, contact staff or board via email or phone
 - Reassignment of duties
 - Termination of employment
- Depending on the severity of the breach and if behaviour is determined to be gross, the Board and Director may proceed with any of the above steps to terminate the person's involvement with CCACT, without warning.