

Melton Pistol Club - Code of Conduct

Introduction

The Melton Pistol Club Code of Conduct applies to all members of Melton Pistol Club Inc. Such persons include, but are not limited to:

- a) Members of Melton Pistol Club Committee of Management;
- b) Individual members of Melton Pistol Club;
- c) Competitors from other clubs who enter and/or participate in any activity or event held at the Club;
- d) Volunteers acting in any capacity on behalf of Melton Pistol Club Inc;
- e) Contractors and their employees;
- f) Any individuals who become involved in any activities or functions held at or on behalf of Melton Pistol Club Inc;

The purpose of the Code is for the protection of all stakeholders in ensuring that every individual is treated with respect, dignity and fairness and assured of their safety by preventing discrimination, harassment, abuse, child abuse and/or any other form(s).

It is the responsibility of all stakeholders to make themselves aware of the provisions of the Code at all time.

Core Values

The Code is based on Melton Pistol Club's core values and requires that all stakeholders are aware of and abide by these values;

- a) Honesty and integrity.
- b) Treat people with dignity and respect.
- c) Being responsive to the needs of others.
- d) Being open and transparent.
- e) Listen and communicate effectively.
- f) Accept full responsibility for one's actions.
- g) Be accountable for one's actions.
- h) Cooperate and work as a team.
- i) Value the health, wellbeing and safety of others especially juniors.
- j) Value diversity.

Standards Of Behaviour

The Code requires every individual to adhere to the following standards of behaviour:

- a) Be a positive role model and promote Melton Pistol Club in a positive light.

Melton Pistol Club - Code of Conduct

- b) Act in a manner that is ethical, fair and honest in all dealings within Melton Pistol Club Inc with others from outside the Club.
- c) Treat everyone with respect and courtesy, having proper regard for their dignity, rights and obligations;
- d) Place, at all times, the safety and welfare of others particularly children above all other considerations;
- e) Comply with Melton Pistol Club's constitution, rules and policies including the Code;
- f) Operate within the rules of the sport and in the spirit of fair play and good sportsmanship;
- g) Comply with all Australian laws, both federal and state, particularly, antidiscrimination, harassment and child protection laws;
- h) Do not discriminate against any person on the grounds of age, gender, race/nationality, sexual orientation or any other category other than that person's merit;
- i) Act responsibly and be accountable for your actions;
- j) Be diligent and perform in a manner that is conducive to the health, wellbeing and safety of yourself and others;
- k) Do not engage in any form of harassment towards any individual;
- l) Do not engage in any manner towards any individual that may be viewed as sexual harassment/abuse;
- m) Do not engage in physical, verbal, emotional abuse towards any other person;
- n) Do not engage in intimidating and/or bullying behaviour towards others;
- o) Behave professionally, honestly and with integrity;
- p) Do not behave in any manner that may bring the reputation of Melton Pistol Club into disrepute;
- q) Do not use your involvement with Melton Pistol Club to promote yourself ahead of or to the detriment/disadvantage of Melton Pistol Club;
- r) Do not use your involvement with Melton Pistol Club Inc to promote your own beliefs, behaviours, standards and/or practices particularly when inconsistent with the beliefs, behaviours, standards and/or practices of Melton Pistol Club;
- s) Do not make improper use of inside information, your status, power and/or authority, whatever that may be;
- t) Take appropriate steps to avoid conflict of interest, real or apparent, with your engagement with Melton Pistol Club;
- u) Maintain confidentiality with respect to all information obtained in the course of any engagement and/or duties performed on behalf of Melton Pistol Club;
- v) Do not engage in the inappropriate disclosure, directly or indirectly, of any information regarding Melton Pistol Club matters;

Melton Pistol Club - Code of Conduct

- w) Do not provide false or misleading information about Melton Pistol Club and/or its stakeholders;
- x) Act with care and concern for others especially those who maybe sick or injured;
- y) Respect and protect as far as practicable the property, facilities and equipment of the Club;
- z) Observe the Club's Responsible Serving of Alcohol and No Smoking Policies;