



ARF CODE OF CONDUCT

Membership of ARF means agreement to abide by the ARF Code of Conduct. For information, the Code is shown below.

Please contact secretary@fosterdogs.org if you have any questions about the Code.

ARF CODE OF CONDUCT

Introduction

ARF's goal is to save and improve the lives of dogs in the ACT and surrounding regions.

In working toward this goal ARF performs three key functions:

- Providing financial and organisational support to facilitate the rescue and re homing of unwanted dogs.
- Establishing and developing productive relationships and communication networks with other rescue organisations in the region and nationally; and with local government pounds and councils to facilitate the release of dogs.
- Educating the community on issues affecting the welfare of dogs and dog owners on the principles of responsible dog ownership.

The Committee of ARF is committed to ethical conduct in providing the best possible service to the community. This policy has been developed to provide an ethical framework for all Committee Members and Volunteers.

This policy applies to the Committee and volunteers.

Purpose

The purpose of this document is to identify ARF's position on ethics and proper practice and to document the standards expected in providing a service to the community.

ARF Values

ARF:

- a) is a voluntary, not for profit organisation working for the benefit of the broader community and dog owners by saving and improving the lives of dogs in and surrounding regions.
- b) considers good governance a vital part of how the organisation operates, as well as its ability to meet all necessary standards of accountability and transparency required by its stakeholders including its legislative obligations as an incorporated association.
- c) promotes the highest ethical standards in its dealings with internal and external stakeholders including the community.
- d) provides a reasonable opportunity to all financial members to communicate their

suggestions regarding the operational efficiency of the organisation to its officers through established processes.

e) provides a reasonable opportunity to the broader community and other external stakeholders to communicate with the organisation through its website via electronic telecommunication and in writing via post.

f) abides by its legal obligations and promotes transparency, integrity and honesty with regard to all its activities both in the personal conduct of its members and through the establishment of clear operational processes and guidelines.

ARF Code of Conduct for all members

An ARF member must:

a) behave honestly and with integrity in their interactions with individuals internal to the organisation and its external stakeholders. This includes refraining from engaging in any behaviour which amounts to harassment, either in person, via email or on the forum.

b) read, understand and act within the policy guidelines and regulations of the association, and, if needed, consult and seek advice on the interpretation and application of policy guidelines and regulations from designated members of the association.

c) when dealing with other members of the organisation or external stakeholders including members of the public, treat everyone with respect and courtesy.

d) in their dealings with and/or on behalf of the organisation abide by all relevant Federal, State and Territory laws.

e) maintain appropriate confidentiality when dealing with information provided to or from the organisation, including protection of individual privacy and issues of a sensitive nature (see communication policy).

f) disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent).

g) use ARF resources in accordance to the organisation's rules, policy guidelines and processes and in keeping with ARF's stated interests and goals.

h) at all times behave in a way that preserves the values, integrity and good reputation of the organisation.