

**ICOMOS INC
INTERNATIONAL COUNCIL ON MONUMENTS AND SITES**

**Australia ICOMOS Code of Conduct for members of the Executive Committee
and all sub Committees, Reference Groups, Advisory Groups and Working
Groups**

All members of the Australia ICOMOS Executive Committee and its Associated Committees are bound by this Code of Conduct. Members of the Committees should familiarise themselves with this Code of Conduct.

The objective of this Code of Conduct is to outline fundamental values and principles that define the high standards of corporate and individual behaviour expected of members representing Australia ICOMOS in association with their respective roles in the Executive Committee and its Associated Committees.

In all our operations and relationships we value Australia ICOMOS' mission to lead cultural heritage conservation in Australia by raising standards, encouraging debate and generating innovative ideas.

As a member of the Australia ICOMOS Executive Committee and its Associated Committees, you are expected to:

1. Act ethically with honesty and integrity
 - be open and transparent in your dealings;
 - use the power of your position responsibly;
 - ensure any conflict of interest is disclosed or avoided.
2. Exercise due care, diligence and skill
 - Ascertain all relevant information; make reasonable enquiries;
 - Understand the financial, strategic and other implications of decisions.
3. Act in good faith in the best interest of Australia ICOMOS
 - Attend all meeting of the Executive Committee as far as is possible, and allow the necessary time to prepare for meetings;
 - Demonstrate accountability for your actions;
 - Accept responsibility for your decisions;
 - Avoid activities that may bring you or the Organisation into disrepute.
4. Act fairly and impartially
 - Avoid bias, discrimination, caprice or self-interest;
 - Demonstrate respect for others by acting in a professional and courteous manner.
5. Use information appropriately
 - Ensure information gained as a member of the Executive Committee and its Associated Committees is only applied to proper purposes and is kept confidential;
 - Ensure that any personal information coming to your attention as a member of the Executive Committee and its Associated Committees is handled in compliance with the Australia ICOMOS' privacy obligations.
6. Use your position appropriately
 - avoid the use your position as a member of the Executive Committee and its Associated Committees to seek an undue advantage for yourself or another;
 - avoid the use of your position as a member of the Executive Committee and its Associated Committees to cause detriment to the Organisation;

- ensure that you decline gifts or favours that may cast doubt on your ability to apply independent judgement as a member of the Executive Committee and its Associated Committees.

7. Act in a financially responsible manner

- understand financial material that comes before the Executive Committee;
- actively inquire into this material.

8. Comply with the governance rules of Australia ICOMOS

- have a good working knowledge of the Australia ICOMOS' governing documents pertaining to your role as a member of the Executive Committee;
- act within the powers and for the functions set out in the governing documents Australia ICOMOS.

9. Demonstrate leadership and stewardship

- promote and support the application of the Australia ICOMOS' values as stated in the Mission Statement;
- acknowledge and act in accordance with the responsibility you as a member of the Executive Committee and its Associated Committees have in regard to the rights of members of Australia ICOMOS and other stakeholders of the Organisation including International ICOMOS;
- act in accordance with this Code of Conduct.

Kerime Danis
Secretary of Australia ICOMOS

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