MAPBM

MAPBM Code of Conduct

1 INTRODUCTION

1.1 This Code of Conduct (hereafter called the "Code") has been prepared by the Committee of Modern Art Projects Blue Mountains Assoc Inc (MAPBM). It sets out expectations of behaviour for MAPBM and its Members when they are undertaking MAPBM business, participating in or attending any MAPBM activity or representing the Association. It also applies as appropriate to anyone contracted or employed by MAPBM to undertake, manage or support MAPBM activities, and also to volunteers acting under MAPBM's direction.

1.2 Any breach of this Code may be subject to the disciplinary procedures set out in the Disciplinary Actions Section below.

1.3 This Code may be amended by the MAPBM Committee from time to time. The amended Code will be circulated to all MAPBM Members and to any contractors, employees or volunteers acting on MAPBM's behalf at the time.

2 SUPPORTING MAPBM'S AIMS

2.1 All MAPBM Members, contractors, employees and volunteers are expected to support the Aims of the Association as follows:

- *To support and advocate for the development, production and exhibition of contemporary, multi-form art in the Blue Mountains.*
- *To foster an independent environment that supports the development and practice of contemporary artists and curators in the Blue Mountains.*
- *To engage with the wider Blue Mountains community in developing a new critical agenda for contemporary art in the region.*

3 COMPLIANCE WITH LEGISLATIVE, AGENCY, GRANT AND OTHER REQUIREMENTS

3.1 MAPBM and its Members, contractors, employees and volunteers shall always act lawfully in conducting the business of the Association and comply with all relevant Federal and State Government legislation. Specifically, MAPBM and its Members, contractors, employees and volunteers will comply with the following:

- The requirements of the NSW 2011 *Work Health and Safety Act*.
- Federal and State legislation relating to child protection.
- The requirements of all relevant Federal, State and Local Government agencies, including the Australian Tax Office, Fair Work Australia, Fair Trading NSW and the Australian Charities and Non Profits Commission.
- All relevant requirements regarding the declaration, management and reporting of conflicts of interest when conducting meetings or when making decisions regarding the allocation of funding or other benefits.
- The conditions and reporting requirements of any project grants or other agreements which MAPBM has entered into.

4 MAPBM CONSTITUTION AND THE ROLE OF THE COMMITTEE

4.1 MAPBM and its Members shall comply with the requirements of the MAPBM Constitution (attached).

4.2 MAPBM Committee Members shall also comply with the *Guidelines for MAPBM Committee Members* (attached) and shall always act impartially and in the best interests of MAPBM and its Members when making decisions regarding the Association.

5 RESPECT AND COURTESY

5.1 All MAPBM Members, contractors, employees and volunteers participating in MAPBM exhibitions, events and other activities including meetings or social gatherings must treat each other with dignity, courtesy and respect and also behave with respect and courtesy towards all other participants in the activity, including venue hosts, staff, audiences and members of the public.

6 ANTI-BULLYING, DISCRIMINATION AND HARASSMENT

6.1 Discrimination and Harassment: MAPBM and its Members, contractors, employees and volunteers must not harass or unlawfully discriminate against others or support others who harass or unlawfully discriminate against others, on the grounds of age, disability, race (including colour, national or ethnic origin or immigrant status), sex, pregnancy, marital or relationship status, family responsibilities or breastfeeding, sexual orientation, gender identity or intersex status or political, religious or other affiliation.

6.2 Bullying: MAPBM and its Members, contractors, employees and volunteers must not engage in bullying behaviour towards others. "Bullying behaviour" is any behaviour in which:

- a person or a group of people repeatedly behaves unreasonably towards another person or a group of persons; and
- the behaviour creates a risk to health and safety.

6.3 Bullying behaviour may involve, but is not limited to, any of the following types of behaviour:

- aggressive, threatening or intimidating conduct.
- belittling or humiliating comments.
- spreading malicious rumours.
- teasing, practical jokes or 'initiation ceremonies'.
- exclusion from MAPBM-related events.
- unreasonable performance expectations.
- displaying offensive material.
- pressure to behave in an inappropriate manner.

7 CONFIDENTIALITY AND PRIVACY

7.1 Confidential or private information relating to MAPBM or its Members, contractors, employees or volunteers which is not publicly available must not be disclosed, accessed or used in any unauthorised way by MAPBM or any MAPBM Member, contractor, employee or volunteer, including for anyone's personal benefit or advantage. MAPBM and its Members, contractors, employees or volunteers may only disclose such information when authorised to do so, including when required by law or legal process to do so.

8 DISCIPLINARY ACTIONS

8.1 If a MAPBM Member, contractor, employee or volunteer or any other individual feels that they have been harassed, discriminated against or treated with disrespect by another MAPBM Member, contractor, employee or volunteer at a MAPBM activity or has witnessed this occurring, or if they feel that either this Code or the MAPBM Constitution have been breached in any way, they are encouraged to report this to the MAPBM President, Secretary or another MAPBM Committee Member as soon as reasonably practicable.

8.2 Any report of such behaviour will be treated sensitively, appropriately, and in a timely fashion. Any such report regarding a MAPBM Member may also be regarded as a complaint that the MAPBM Member has acted in a manner prejudicial to the interests of the Association under clause 11(1b) of the MAPBM Constitution.

8.3 Any such complaint will be dealt with as outlined in the MAPBM Constitution in *Section 11: Disciplining of Members* and may result in the suspension or expulsion of the Member concerned. Any such decision may be appealed against by the Member as outlined in the MAPBM Constitution in *Section 12: Right of appeal of disciplined Member*.

8.4 Any complaint regarding a MAPBM contractor, employee or volunteer will be dealt with under the relevant conditions of their contract, agreement and/or award and may result in the termination of the contract, employment or volunteer agreement.

8.5 Any MAPBM Member, contractor, employee or volunteer asked to stop any harassing, bullying, discriminatory or disrespectful behaviour at a MAPBM activity, or to cease any other behaviour which is in breach of this Code or the MAPBM Constitution, is required to comply immediately. If a Member contractor, employee or volunteer continues with the behaviour, then in addition to any other sanctions available as outlined above the Member, contractor, employee or volunteer concerned may be asked to leave the activity and/or venue.

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