

SOUTH AUSTRALIAN GENEALOGY & HERALDRY SOCIETY INC. CODE OF CONDUCT

Introduction

The Society is committed to establishing and maintaining an environment where all members can pursue their involvement in the Society in a secure and trusted manner with mutual respect and support in all of our activities, offerings and dealings with each other, the volunteers, the staff and the Society.

To assist in this, the Society has developed this Code of Conduct to summarise the expectations of courtesy, professionalism, behaviour and obligations within our membership and others involved in the Society.

In meeting this objective, members are expected to:-

- . abide by the Constitution of the Society, its By-laws, Rules and General Directions of the Council and authorised representatives;
- . adhere to this Code of Conduct, and any associated guidelines;
- . comply with the Rules of the Library and proper directions of the volunteers and staff;
- . comply with all applicable Australian laws, regulations and requirements;
- . safeguard their access privileges so as to protect the information and other assets of the Society;
- . treat all other members, guests and authorised representatives with fairness, courtesy, politeness and respect and free from any discrimination, harassment or aggression;
- . observe the applicable copyright and confidentiality provisions of material and information coming into their possession;
- . conduct themselves in a manner that is not detrimental to the Society, any of our members and representatives or the genealogical community;
- . warrant that all information required for membership of the Society is true and accurate;
- . report any behaviour that is not consistent with this Code, Our Rules or the Constitution of the Society; and
- . accept that any violation of this Code could lead to withdrawal of benefits, disciplinary action or removal from membership.