

## ACCOUNTABILITY



- Ensure all **decisions** are transparent and in keeping with confidentiality and privacy requirements
- Act with honesty, **integrity** and transparency in all dealings with your work colleagues, external contacts and the community
- Observe all legislative **requirements**, policies and procedures and lawful and reasonable instructions from people with authority to give such instructions
- Endeavour to ensure you, and those for whom you are responsible, perform well in order to meet or exceed **performance** standards and other organisational requirements

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## INTEGRITY



- Behave in ways consistent with the **values** of the organisation
- Act **honestly** when performing your duties
- Ensure you declare and manage **interests** that may conflict or be perceived as a conflict with the way you carry out your duties
- Conduct** yourself in public in a manner that will not reflect adversely on IMPACT or other IMPACT employees

## RESPECT



- Treat members of the community, other employees and our associates and clients with **respect** and courtesy, having regard for the dignity of the people with whom you interact
- Promote equity and value and utilise **diversity** in the work environment and in the community
- Take reasonable care to ensure your own health and **safety** at work and avoid adversely affecting the health and safety of others
- Do not engage in **bullying** or other forms of **discrimination** or harassment, including sexual harassment in or outside the workplace
- Prevent** unlawful discrimination against other staff or persons using our services