

CODE OF CONDUCT - EXPECTATIONS & RESPONSIBILITIES

The Riverina Millinery Association Inc. has adopted the following core values:

- Integrity
- Loyalty to the interests of the membership
- Fairness
- Conscientiousness
- Honesty
- Compassion
- Respect

The Code of Conduct sets out the expectations that you have as a tutor and/or delegate attending the International Millinery Forum (IMF). The Riverina Millinery Association recognises that teaching and learning is a cooperative endeavour and this code sets out the expectations of behaviour that best suits this endeavour.

As a tutor, it is expected that you

- Commit to perform your contractual duties with professionalism, care and diligence;
- Treat delegates, staff and members of the public with courtesy and with respect for their rights, duties and aspirations;
- Do not engage in any activity which may bring the IMF or the RMA into disrepute;
- Follow practices or actions that do not discriminate against delegates on the basis of race, ethnicity, age, sex, marital status, pregnancy, disability, sexual orientation, transgender identity, religious or political affiliation;
- Acknowledge and accept that harassment of any sort (including via social media) is unacceptable behaviour and we are committed to fostering a safe and harmonious learning environment;
- Follow the reasonable requests or actions of RMA Committee Members;
- Acknowledge that delegates are entitled to confidentiality and privacy with respect to information, which is personal to them. Contracted staff have a duty to maintain confidentiality, integrity and security of any such information they have access in the normal course of their duties;
- Have a general responsibility to safeguard and avoid damage to all IMF property;
- Will not to engage in any activity which may cause discomfort or distress either physical or emotional to delegates, tutors and staff.

As a delegate, it is expected that you

- Contribute to the harmonious and positive learning environment and not engage in activities that discriminate against other delegates and/or tutors on the basis of race, ethnicity, age, sex, marital status, pregnancy, disability, sexual orientation, transgender identity, religious or political affiliation;
- Participate in the teaching/learning activity in an active and positive manner;
- Do not engage in any activity which may bring the IMF or the RMA into disrepute;
- Acknowledge and accept that harassment of any sort (including via social media) is unacceptable behaviour and we are committed to fostering a safe and harmonious learning environment;
- Acknowledge that delegates and tutors are entitled to confidentiality and privacy with respect to information which is personal to them;
- Respect the copyright or intellectual property rights of tutors, including copying, recording or photographing works without the express permission of the tutor;
- Following the reasonable requests or actions of RMA Committee Members;
- Have a general responsibility to safeguard and avoid damage to all IMF property;
- Will not to engage in any activity which may cause discomfort or distress either physical or emotional to other delegates, tutors and staff