

# Code of Conduct

## Appropriate member behaviour

### VACC Mission

To be an influential automotive industry association and to support and advance member businesses.

### Context of the Code of Conduct

VACC membership is a privilege and Members have a responsibility to understand and commit to this Code of Conduct, which is a code of conduct formed by the Association within the meaning of item 12(a)(iii) of the VACC Constitution.

Unless otherwise stated, defined terms in this Code have the same meaning as in the Constitution.

### Obligations of VACC Members

#### 1. Members must:

- (a) abide by the VACC Constitution, Code of Business Practice, this Code of Conduct and any other codes of conduct formed by the VACC;
- (b) conduct all communications with professional courtesy, dignity and respect, including with:
  - (i) other Members;
  - (ii) VACC Executive Board members or Officers;
  - (iii) members of VACC committees or sub-committees (including but not limited to members of Executive Committees, Divisional Committees and the Investment Committee); and
  - (iv) VACC staff, including employees and contractors;
- (c) observe proper and respectful standards of behaviour and conduct towards all persons, including those identified in item 1(b) above.

## **2. Members must not:**

- (a) engage in behaviour or conduct that is inappropriate toward any person, including those identified in item 1(b) above. Inappropriate behaviour includes but is not limited to disrespectful or rude language or behaviour, undermining or intimidation, Bullying, Harassment, Discrimination or Sexual Harassment;
- (b) publicly disparage any persons, including those identified in item 1(b) above;
- (c) breach this Code of Conduct.

## **3. For the purposes of this Code of Conduct:**

- (a) Bullying is repeated unreasonable behaviour towards a person or a group of persons which creates a risk to a person's health and safety;
- (b) Discrimination means treating someone less favourably, or unfavourably, because they have a particular characteristic protected by law (including but not limited to that person's sex, age, race or disability). Such Discrimination is unlawful;
- (c) Harassment means any unwelcome and unreasonable conduct directed towards another person because the other person has a particular characteristic protected by law (including but not limited to that person's sex, age, race or disability) where a reasonable person, having regard to all the circumstances, would have anticipated that the other person would be offended, humiliated or intimidated. Such Harassment is unlawful; and
- (d) Sexual harassment occurs where a person makes an unwelcome sexual advance, or an unwelcome request for sexual favours, to another person, or engages in any other unwelcome conduct of a sexual nature in relation to the other person, in circumstances in which a reasonable person, having regard to all the circumstances, would have anticipated that the other person would be offended, humiliated or intimidated. Such Sexual Harassment is unlawful.

## **4. Breaches of the Code of Conduct**

- (a) A breach of this code is determined by the Executive Board.
- (b) The VACC Constitution provides that a Member who breaches this Code of Conduct may be cautioned, fined up to \$5,000, suspended for up to 12 months or expelled from the VACC.