

Soroptimist International Great Britain and Ireland (SIGBI) Limited ('SIGBI')

Code of Conduct

Explanation:

A code of conduct lays out an organisation's expectations and guiding principles for appropriate behaviour. It can also provide legal and ethical guidelines for members to follow.

Application:

The Code of Conduct applies to all members of the SIGBI organisation. That is members of SIGBI Clubs, Regions, National Associations, Network and Countries and Associate Members, as referred to in the SIGBI governing documents and specifically includes those who serve on any SIGBI governing bodies.

The Code:

SIGBI believes that all members should respect one another and work constructively to achieve the objectives of Soroptimist International. We therefore ask that all members of the SIGBI organisation take personal responsibility for their conduct and undertake the following:

- To be a positive ambassador for SIGBI and ensure that you take no action and make no comment that might damage the reputation and interests of the organisation.
- To support the Objects of Soroptimist International and the Vision and Mission of SIGBI.
- To make an active contribution towards improving the lives of women and girls through the work of the organisation.
- To conduct all activities professionally and with integrity, and respect the rights and wellbeing of all individuals.
- To not recklessly or maliciously injure the professional or personal reputation of another member.
- To avoid conflicts of interest or loyalty wherever possible. Full and prior disclosure of any conflict, or potential conflict, must be made to those concerned.
- To understand that no form of harassment or bullying will be tolerated, and that all incidents of unfair or offensive treatment will be reported.
- To be open and honest in all our dealings with members as well as the general public.
- To be tolerant of others' views, beliefs and capabilities as well as their time and energy commitment.
- To work with others to resolve any conflicts that may arise.
- To act within the governing documents of SIGBI (which includes the Articles of Association and Bye-Laws of SIGBI and Club, Region/National Association/Network/Country Constitutions) and abide by the policies and procedures of SIGBI..
- To respect and understand the need for confidentiality when appropriate
- To take all reasonable steps to conform to relevant law including the health and safety of yourself and others.
- To protect the intellectual property of SIGBI such as the dynamic "S" Logo.
- To value and respect diversity as a source of innovation and skill.
- To have high personal standards by awareness of and adhering to this Code, both in the spirit and in the letter.
- To pay membership fees due to any SIGBI organisation on time.

Any actions that may serve to compromise the integrity of SIGBI will not be condoned or allowed. Any substantial breach of any part of this Code may result in procedures being implemented that may result in termination of membership.

This Code is a statement of the values that all members of the SIGBI organisation will uphold in any activities that are carried out in the name of Soroptimist International of Great Britain & Ireland (SIGBI) Ltd. The Dispute Resolution Procedure offers advice on mediation and dispute resolution.

References:

SIGBI Articles of Associate and Byelaws
Club, Region/National Associate/Network/Country Constitutions