Code of Conduct (Short Form)

The Catholic Archdiocese of Perth is committed to the highest standards of social and ethical behaviour. This document is a summary of expected behaviours, reflecting the requirements and obligations of the Archdiocesan Code of Conduct.

Gospel Values

All people who serve the Church have a responsibility to uphold the teachings of the Gospel by acting in a manner that follows the example of Christ. **Faith, Compassion, Forgiveness, Gentleness, Hope, Humility, Integrity, and Justice** are truths that are brought to life in the way we relate to each other, serve others, and conduct our day-to-day work.

Gospel values find expression in respect for the **dignity** of each person, acknowledgement of the **giftedness** of each person, commitment to building **positive relationships** and maintaining **professional boundaries,** upholding the requirements of **privacy and confidentiality** and a willingness to take **responsibility and accountability** for our actions.

Specific Standards

So that we can be assured that our actions are in keeping with the mission and values of the Church, the Archdiocese has a Code of Conduct that sets out specific expectations that must be adhered to when acting on behalf of the Church and in service to others.

PERSONAL COMMITMENT

Acting in service of the Lord, I accept that my conduct reflects on the Catholic Church. I commit to follow Christ's example and to act in keeping with the requirements of the Code of Conduct.

The Code is applicable to employees, volunteers, church workers (paid or unpaid), clergy and religious.

Our Code of Conduct reflects the standards of the Church's national conduct framework, *Integrity in Our Common Mission*

Examples of expected behaviours include:

- ☑ Engaging in work practices that comply with Archdiocesan policies and procedures.
- ☑ Acting equitably, fairly, and reasonably when making decisions.
- ☑ Avoiding behaviours that could be perceived as harassment, bullying, victimisation or discrimination.
- ☑ Avoiding behaviours that could constitute sexual misconduct including sexual harassment, sexually inappropriate behaviours, or grooming.
- ☑ Acting honestly and with integrity (e.g., disclosing conflicts of interest, conducting social media and online activities in a responsible and appropriate way).
- ☑ Acting to protect the safety and wellbeing of children and vulnerable adults in compliance with Safeguarding requirements.
- ☑ Using Church funds, equipment, and property in a responsible way.
- ☑ Maintaining workplaces that are healthy and safe.
- ☑ Communicating with one another in a genuine, open, and respectful way.
- ☑ Reporting concerns about unethical behaviour, wrongdoing, or abuse.

Information & Advice

For additional information about expectations and requirements, please refer to the Code of Conduct (in full) and related policies and procedures located on the Archdiocesan website or intranet. If you have queries or concerns about conduct expectations or the conduct or actions of others, please seek guidance from:

- **People & Culture:** peopleandculture@perthcatholic.org.au
- **Safeguarding:** safeguarding@perthcatholic.org.au
- **or your supervisor**