



## CODE OF CONDUCT

This Code of Conduct sets out the standards that are expected of all Residents, Board Members, TMO Staff and Contractors involved in the decision making and engagement structures of the TMO. This Code of Conduct requires Residents, Board Members, Staff and Contractors to conduct themselves in a manner that fosters mutual respect and trust, and agrees to:

1. Abide by the Code of Conduct and act in a manner that supports equal opportunities for all.
2. Act appropriately and treat people with respect; never being derogatory in their speech or manner. Personal attacks or abusive comments will not be tolerated.
3. Act in the public interest, and not to seek gain or advantage for themselves, family or friends.
4. Allow everyone to take part and not attempt to dominate the meetings for their own purpose, or the purpose of a group that they may represent.
5. Address each other (Residents, Staff, Contractors, external agencies) in a professional manner at all times.
6. Where, through virtue of their role they have access to confidential information, they must not make such information public or use it to give advantage or to discredit the TMO or any individual.
7. Declare all conflicts of interest, and where a conflict of interest exists, they should not participate in the decision making with respect to the matter under consideration. Examples of conflicts of interest would be where a contract was being awarded and the resident was related to someone who worked for the contractor.
8. Not to seek the personal views of any resident board member, staff member or resident on the management of the TMO, or personal views about resident board members, staff or resident participant.
9. Be aware that Residents, Board Members, Staff, Contractors, or other agency operatives, will attempt to attend and be available to attend meetings outside normal working hours, but to recognise there may be limitations in availability due external commitments.
10. Abide by the rules governing TMO offices, including no smoking.
11. All participants must accept the time available and the Chair will be empowered to set the time a contributor is permitted to speak.
12. To keep to the Agenda and not allow meetings within meetings by discussing issues unconnected with the agenda or purpose of the meeting.

Breach of this Code of Conduct will lead to the meeting being terminated.

### HARASSMENT

Harassment is the deliberate interference with the peace, comfort or safety of any person. Harassment anyone on the grounds of disability, gender, age, nationality, race or ethnic

origin, religion, cultural background, sexual orientation, mental health or marital status is a breach of a residents' tenancy agreement/TMO contract.

The TMO will not tolerate harassment and will take action against any such behaviour. This may include bringing the matter to the attention of the police where the severity of the harassment requires it.

REVISED – JUNE 2011 (INTRODUCED - APRIL 2005)