

# **HISTORICAL AIRCRAFT RESTORATION SOCIETY Inc. (HARS)**

## **Members Code of Conduct v1.0**

### **Preamble**

This Members Code of Conduct has been developed to 'set the tone' for the way we work together and how we engage with our visitors, our sponsors and other stakeholders. As HARS members we are required to be good stewards of the scarce resources that HARS has and we all have a part to play in achieving HARS objectives. In carrying out our work at HARS we strive to act with the highest standards of probity and integrity.

Our Constitution requires us to have a Code of Conduct. This means that this Code of Conduct applies to all who are current members of HARS. Both the Constitution and the Code of Conduct are fundamental enabling documents which support HARS's objectives which are:

- To encourage and facilitate the restoration & preservation of historical aircraft that are of significance to Australian aviation or of other historical merit and to display by flight aircraft that have been restored to airworthy condition.
- To promote the compilation of authentic records relating to historic aircraft located, preserved and restored by the Society.
- To acquire either by purchase, donation or otherwise and to preserve for the use by the Society, aircraft or parts thereof, books, manuscripts, prints, photographs, lantern slides or relics and all such objects and materials as may be considered to have a bearing on aviation.
- To promote interchange of information among members of the Society by lectures, discussions and exhibitions of historical items.
- To print and circulate any such journal or periodicals or other literary publications and undertakings as may seem conducive to any objects of the Society.
- To cooperate with similar Societies throughout Australia and in other countries.
- To do all such other things as are conducive or incidental to the attainment of the above objects of any of them.
- To establish a Museum to attract public interest and to be open to the public on a regular basis. The Museum shall consist of both flying displays to be shown on suitable occasions and static displays.

### **The Purpose of the Code of Conduct**

Members, visitors, contractors, sponsors, our stakeholders and the general public have a right to expect that our work is conducted with transparency, efficiency and integrity. Therefore as members we must recognise that we have to exhibit high standards of professional behaviour in order to satisfy these expectations.

The Code of Conduct does not contain answers to all the situations that our members may encounter. Individual members must accept and take responsibility for their actions and choices.

### **The Pillars Supporting the HARS Code of Conduct**

Our Code of Conduct is based on the following basic principles:

- Honesty and fairness
- Integrity and professionalism
- Loyalty and respect to our fellow members
- Safety of our members and those visiting our facilities
- Transparency
- Individual accountability

## **1. Personal behaviour**

As a member of HARS I will:

- Act ethically, honestly and with integrity
- Treat my fellow members with respect, courtesy, honesty and fairness
- Always have the highest regard for the safety of my fellow members and visitors to our facilities
- Not harass, bully or discriminate against my fellow members or visitors
- Contribute to a harmonious, safe and productive work environment
- Not engage in illegal conducting
- Not act in any manner that will bring HARS into disrepute

## **2. Fraudulent and Corrupt behaviour**

As a member of HARS I will:

- not engage in fraudulent or corrupt activities
- report any fraudulent or corrupt behaviour
- report any breaches of this Code of Conduct

## **3. Conflicts of Interest**

As a member of HARS I will:

- declare any conflict between my personal and any HARS activity I am involved with
- where conflicts of interest do arise, ensure they are managed with integrity in HARS's interests

## **4. Information**

As a member of HARS I will:

- if I am involved with sensitive member information, not use, distribute or disclose information unless I am appropriately authorised to do so
- not misuse any information that has been entrusted to me for personal gain
- not disclose any information considered to be “commercial in confidence”

## **5. Duty of Care**

As a member of HARS I will:

- always act in the best interest of HARS
- protect to the best of my ability the assets entrusted to HARS
- act to ensure the safety of my fellow members and the visitors to our facilities by conducting or assisting my fellow members to conduct risk assessments for everything I do

## **6. Quality of Work**

As a member of HARS I will:

- strive to maintain a high standard of quality in everything that I do for HARS
- not frustrate my fellow members in their pursuit of quality and safe work
- rectify if possible, point out to other members, or if necessary, report work with poor quality of work which might affect the safety of my fellow members or visitors to our facilities.

I have carefully read the HARS Code of Conduct and I will comply with its provisions. I understand that failure to abide by this code may result in disciplinary action by the Committee of Management in accordance with the Constitution.