



CODE OF CONDUCT

for

ACIPC MEMBERS

DOCUMENT MANAGEMENT

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1. Preamble

The Australasian College for Infection Prevention and Control (ACIPC or the College) is the peak body for Infection Prevention and Control professionals in the Australasian region. Our vision is to be the voice for infection prevention and control professionals focused on providing leadership and promoting education and evidence-based practice outcomes for a healthy community.

ACIPC values its members, both individual and institutional or corporate, and the contribution made by members on its various Committees and representations (internal and external), and more generally, in progressing and advocating ACIPC's purposes.

2. Objectives

This Code aims to ensure all College interactions are conducted ethically with honesty and integrity and in a professional manner befitting the College's stature. This Code has been adopted to prescribe a minimum standard of conduct expected of members when dealing with each other, with the ACIPC staff and representatives and when representing ACIPC.

3. Scope

College members are required to adhere to the ACIPC Member Code of Conduct. In accepting a membership, members agree to behave ethically and with honesty and integrity, and fully demonstrate the behaviours listed below.

All ACIPC members, including students, are expected to understand and adhere to this code. Any complaints or alleged misconduct will be investigated in accordance with the ACIPC Constitution Clause 9. In accordance with the ACIPC Constitution Clause 6.4, if any member is guilty of any conduct that, in the opinion of the Board of Directors, is unbecoming of a member or prejudicial to the interests of the College, the Board of Directors may revoke their membership.

This code applies to all interactions involving ACIPC members. It also applies to all individuals engaged as representatives on external bodies.

4. Out of Scope

This code does not apply to:

- a. any obligations incurred by members acting within their profession,
- b. any matters not connected to ACIPC, or
- c. any matters that are covered by any legal matters, including work health and safety matters (other than by reference to expected standards of behaviour).



5. Definitions

In this Code:

Committee means any formal or informal group comprising of individuals to perform specific functions and duties on behalf of the College as directed by the Board of Directors.

Member has the meaning given to that term in clause 6 of the Constitution, and includes Fellows, Full Members, Institutional Members, Student Members, Corporate Members, International Members (Developing Countries), International Member (Developed Countries) and Life Members.

Student is anyone currently studying Foundations of Infection Prevention and Control or with Postgraduate or Undergraduate membership.

6. Conduct

It is expected that members will:

- a. Act ethically, with honesty and integrity, always in the best interests of ACIPC,
- b. Not make improper use of their position as a member to gain advantage for themselves or for any other person,
- c. Adhere to all ACIPC policies, including the Social Media policy,
- d. Take individual responsibility to contribute actively to all aspects of ACIPC activities,
- e. Treat colleagues with respect, courtesy, honesty and fairness, and have proper regard for their interests, rights, safety and welfare,
- f. Not harass, bully or discriminate against colleagues, members of the public and/or employees, and
- g. Contribute to a harmonious, safe and productive environment/culture through professional workplace relationships.

6.1 Communication and official information

It is expected that members will:

- a. Not make any unauthorised public statements regarding ACIPC business
- b. Support, adhere to, and not contradict the formal decisions of the Board
- c. Respect the confidentiality and privacy of all information as it pertains to individuals

6.2 Conflicts of interest

It is expected that members will:

- a. Disclose any personal or business interests that may give rise to actual or perceived conflicts of interest
- b. Not allow personal or financial interests, or the interests of any associated person, to conflict with the interests of ACIPC



- c. Where conflicts of interest do arise, ensure they are managed in the public interest

6.3 Governance and ACIPC Reputation:

- a. Taking responsibility for contributing in a constructive, courteous and positive way to enhance good governance and the reputation of ACIPC

7. Relevant Policies and Supporting Information/References

Policies:

ACIPC Constitution <https://www.acipc.org.au/wp-content/uploads/2017/06/Page-Corporate-Governance-ACIPC-Constitution.pdf>

ACIPC Social Media Policy https://www.acipc.org.au/wp-content/uploads/2018/10/ACIPC_Social_Media_Policy.pdf

ACIPC Conflict of Interest Policy https://www.acipc.org.au/wp-content/uploads/2017/06/2017_03_04_ACIPC_Conflict_of_Interest_Policy.pdf

The following documents inform this code:

ASUM Code of Conduct <http://www.asum.com.au/files/public/SoP/curver/Code/Code-of-Conduct.pdf>

RACGP Member Code of Conduct
<https://www.racgp.org.au/download/Documents/Policies/Organisational/member-code-of-conduct.pdf>