



Code of Conduct

External Standards

CWON AUST complies with the Sphere Handbook, Humanitarian Charter, which expresses agencies' commitment to these principles and to achieving the Minimum Standards. This commitment is based on agencies' appreciation of their own ethical obligations and reflects the rights and duties enshrined in international law in respect of which states and other parties have established obligations.

[\(http://www.sphereproject.org/handbook/\)](http://www.sphereproject.org/handbook/)

CWON AUST complies with the Australian Government Department of Foreign Affairs and Trade (DFAT), Environmental and Social Safeguard Policy for the Aid Program, to minimise risk and ensure the aid program can be delivered effectively and efficiently. These safeguards are considered when planning, designing, delivering and evaluating all CWON AUST projects.

<http://dfat.gov.au/aid/topics/aid-risk-management/Pages/environmental-and-social-safeguards.aspx>

Personal Information & privacy ·

- I understand that any personal information obtained by CWON AUST is held in a safe and secure location, and that access to my personal information is limited to CWON AUST staff for project-related purposes only.
- I have read and agree to abide by the CWON Privacy Policy.

Child Protection

- I acknowledge and accept that CWON AUST adheres to statutory laws in Australia and foreign countries regarding child exploitation, child pornography and the abuse of children.
- I will adhere to the policies of CWON AUST to protect the rights of children in all aspects of my deployment.
- I acknowledge and accept the guiding principle that protection of the child is in all cases the over-riding consideration.
- I have read and agree to abide by the CWON Child Protection Policy.

Laws & Customs of Host Country

- I will abide by all the laws, customs, regulations and employment requirements of the country of deployment unless otherwise contradicting Australian or CWON AUST standards. I will also abide by the laws and regulations of Australia.
- I will at all times show respect and act respectably towards women and acknowledge gender and power differences in the community. I will treat women appropriately with respect to their culture and traditions.
- I will avoid involvement in party politics and refrain from public comment and/or demonstrations on political and religious matters.
- I will respect the symbols of nationalism and religious practices.
- I acknowledge that unauthorised possession or use of narcotic or hallucinogenic drugs is illegal in all countries and that possession or use of illegal drugs may result in immediate termination of my involvement with CWON AUST.

Security Risks & Emergencies

- When in-country I will ensure that CWON Nepal and/or CWON AUST staff know where I can be contacted at all times, especially in the event of any security risk or emergency
- When in-country I will exercise all reasonable caution when undertaking any activities that may result in harm or injury to myself or others.
- I have read and understood the country/regional security information supplied on the 'Smart Traveller' DFAT website.
- I have read and understood the CWON Risk Register.

In addition,

- I have read and agree to understand by the CWON Complaints Policy
- I have read and agree to abide by the CWON Ethical Photography Guidelines
- I have read and agree to abide by the CWON Anti-Fraud and Anti-Money-Laundering Policy
- I have read and agree to abide by the CWON Counter-Terrorism Policy

.....
Signature

.....
Print Full Name

.....
Date