



EVERY HOME GLOBAL CONCERN LTD/EVERY HOME FOR CHRIST CODE OF CONDUCT

First Adopted: October 2018

Revised: November 2021

Next Review: 2024

Who it applies to:

Our Code of Conduct is not specific to any role or country – it applies across the whole organisation. This includes all people who work with, or work for, Every Home Global Concern Ltd (EHGC)/Every Home for Christ (EHC): our Board of Directors, Executive Director, employees, volunteers, contractors, sub-contractors, overseas partners, and others. People who are associated with EHGC/EHC hold a privileged position of power and trust in the communities that we serve, both in Australia and overseas. When carrying out EHGC/EHC work, it is important to understand this position of power and trust, and not abuse it in any way.

When it applies:

Our Code of Conduct applies in a normal work environment (such as at the office) and when:

- working from home
- representing EHGC/EHC at an event off-site, such as a conference or meeting
- travelling for work, either in Australia or overseas

It also applies in social or non-work situations, such as:

- at an EHGC/EHC event/meeting even if it's "outside work hours"
- on social media (even if you're using your personal social media account to post or make comments, if someone can make the connection that you work for EHGC/EHC, this Code of Conduct may still apply)
- for public behaviours that might cause harm to anyone, or damage the reputation of EHGC/EHC.

How to use our Code of Conduct

Our Code of Conduct does not attempt to list in detail every aspect or possible scenario. Instead it outlines some important values and standards. If you're unsure how it applies in certain circumstances, please ask.

CODE OF CONDUCT COMMITMENTS

1. I commit to treating others with respect and dignity.
2. I commit to keeping everyone safe.
3. I commit to protecting the rights of everyone, especially children and vulnerable adults.
4. I commit to using Every Home Global Concern/Every Home for Christ's money, resources and information responsibly.
5. I commit to abide by EHGC/EHC policies, including those related to privacy and confidentiality.
6. I commit to acting with integrity and adhering to the EHGC/EHC values, knowing that I'm always a representative of Every Home Global Concern/Every Home for Christ.

EHGC/EHC VALUES:

- 1. We value people 2. We value partners 3. We act with honesty and integrity,
4. We are grateful 5. We are accountable 6. Our motivation is Christian**

Name:

Position:

Signature: Date:

