SAFETY & RESPECT

AUSTRALIAN LABOR PARTY
CODE OF CONDUCT

Labor

1. PRINCIPLES AND PURPOSE

1.1. The *Code of Conduct* (***Code***) sets out the Australian Labor Party's expectations for all people involved with the Party. The following policies sit alongside the *Code* (***Associated Policies***):

    1.1.1. *Policy for Sexual Harassment Prevention and Response*;

    1.1.2. *Policy on Bullying and Harassment Prevention and Response*; and

    1.1.3. *Complaints Handling Policy*.

1.2. The ALP is the party of equality. All people are entitled to respect, equality, dignity and the opportunity to participate in society free of harassment and receive the protection of the law regardless of their origins, perceived race, religion, sexual orientation, gender identity, disability, age or ethnicity.

1.3. The ALP is further committed to providing a safe, inclusive and respectful environment in all Party forums for members, officials, employees, contractors and volunteers. This extends to ensuring policies and procedures effectively protect Complainants when allegations of misconduct are made.

1.4. These same principles apply to all those participating in the democratic processes of the ALP.

1.5. In order to consistently meet the standards of behaviour demanded by these principles, the *Code and Associated Policies* have been harmonised across all levels and Branches of the Party. This has been done by modifying each Branch's Rules to incorporate the *Code and Associated Policies* as binding obligations.

1.6. In order to ensure people involved with the Party are aware of, understand and adhere to the *Code and the Associated Policies*, the ALP will promote this *Code and the Associated Policies* across the organisation.

2. APPLICATION

2.1. The *Code and Associated Policies* apply to the conduct of all ALP members, Parliamentarians, officials, employees, contractors and volunteers, who each agree they are familiar with and are bound by this *Code and the Associated Policies*. This *Code* also applies to any person who attends an ALP gathering or event.

2.2. The *Code and Associated Policies* apply to workplaces, after hours work, campaign events, social functions convened by the ALP, election campaigns, and meetings and conferences which individuals covered by the *Code* attend as a result of party-related duties or their involvement with the ALP.

3. INTERACTION WITH OTHER CODES, POLICIES AND PROCEDURES

3.1. The ALP reserves the right to develop complaints handling policies for individual workplaces or gatherings where appropriate which are consistent with the principles outlined in the *Code and Associated Policies*. Such policies may apply concurrently with the *Code and Associated Policies*.

3.2. The ALP also recognises that particular workplaces, including parliamentary workplaces, are governed by specific codes of conduct, legal and WHS requirements and disciplinary procedures. Such policies and obligations may apply concurrently with the *Code and the Associated Policies* and may be better suited to handle complaints in some circumstances, particularly where the matter relates to Ministerial or Parliamentary staff and employment relationships.

4. STANDARDS OF CONDUCT

4.1. The ALP expects all persons covered by this *Code and Associated Policies* to abide by the following standards and principles:

4.1.1. Every person should be treated with dignity, fairness and respect.

4.1.2. Every Member must engage with other Members in a way which affords them dignity, fairness and respect.

4.1.3. Every person should comply with all relevant laws and regulations that apply to any ALP activities.

4.1.4. Every person should be able to participate in activities of the ALP free from bullying, discrimination and harassment including sexual harassment, intimidation, and victimisation.

4.1.5. Action, including decisions as to whether action should be taken, should not be affected by personal interests and relationships and conflicts of interest should be disclosed as appropriate.

4.1.6. No person should behave or act in a way that harms the reputation of the ALP or impacts the health and safety of any person.

5. BREACHES OF THE CODE

5.1. Misconduct under the *Code* includes but is not limited to situations where someone:

5.1.1. Breaches the law;

5.1.2. Falsifies documents;

5.1.3. Is involved in fraud, bribery or corruption;

5.1.4. Engages in unlawful, disruptive or anti-social behaviour including abuse of legal or illegal drugs;

5.1.5. Is negligent or careless or fails in the duty of competence in the performance of duties;

5.1.6. Is abusive or uses obscene or threatening language to another person;

5.1.7. Is physically or verbally violent against any person;

5.1.8. Behaves in a manner that constitutes discrimination as defined in the *Policy on Bullying and Harassment Prevention and Response*, which includes discrimination or harassment towards a group of persons on the basis of race, ethnicity, gender, gender identity, sexuality, age or disability;

5.1.9. Sexually harasses another person, as defined in the *Policy for Sexual Harassment Prevention and Response*;

5.1.10. Sexually assaults another person;

5.1.11. Behaves in a manner that constitutes harassment towards a person as defined in the *Policy on Bullying and Harassment Prevention and Response*, including on the basis of their sex;

5.1.12. Breaches workplace policies or workplace health and safety laws;

5.1.13. Attends an ALP gathering or event or when purporting to conduct business on behalf of the ALP or representing the ALP is under the influence of drugs or alcohol which prevents the proper or safe performance of duties;

5.1.14. Has unauthorised possession or misuses the property (including information systems) of the ALP;

5.1.15. Deliberately fails to declare to the ALP a conflict of interest (and obtain consent where required) which may affect their performance or judgment as an office holder;

5.1.16. Behaves in a manner which brings the ALP into disrepute;

5.1.17. Misuses ALP confidential information;

5.1.18. Fails to abide by the *Associated Policies* or other internal ALP policies for member conduct;

5.1.19. Breaches the confidentiality requirements under the *Code and Associated Policies*; or

5.1.20. Victimises a person for making a complaint or participating in the complaints handling processes under the *Code and Associated Policies*.

6. SEXUAL HARASSMENT

6.1. The ALP believes in an organisation, and a community, that is safe for everyone; and that it is imperative to take positive action to prevent sexual harassment. ALP recognises that sexual harassment is a form of gendered violence.

6.2. The ALP recognises sexual harassment can constitute serious misconduct. Further details about what conduct is considered sexual harassment and how ALP handles this are outlined in the *Policy for Sexual Harassment Prevention and Response*.

7. BULLYING AND HARASSMENT

7.1. The ALP takes a strong stance against bullying and harassment, including harassment on the ground of sex of any person by any individual covered by this *Code*.

7.2. The ALP recognises that bullying and harassment can constitute serious misconduct. Further details about what conduct is considered bullying and harassment and how ALP handles this are outlined in the *Policy on Bullying and Harassment Prevention and Response*.

SAFETY & RESPECT | Labor

8. PROCEDURE FOR COMPLAINTS

8.1. The ALP takes seriously complaints involving alleged breaches of the *Code and Associated Policies.*

8.2. Pathways to make, handle and resolve complaints, either formally or informally, are outlined in the *Complaints Handling Policy*.

8.3. The ALP encourages Complainants to report criminal conduct to the Police or relevant authorities.

8.4. When dealing with allegations of misconduct, the ALP will:

8.4.1. act promptly;

8.4.2. undertake a transparent process having regard to procedural fairness; and

8.4.3. maintain confidentiality