

## **Code of Conduct**

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

This Code of Conduct seeks to safeguard standards of behaviour.

The Code of Conduct is designed to help you understand how important it is to maintain professional practices and an ethical lifestyle. The Code of Conduct cannot anticipate every possible situation. If you have any concerns about how the Code should be applied in a particular situation, you should discuss this with the Opera Spanga management.

### **General values**

Opera Spanga applies human rights values and principles through promoting participation, accountability and non-discrimination as much in its internal procedures as in its programming activities. Signatories of the Code of Conduct shall carry out their tasks in accordance with these principles, with the highest standard of professional responsibility and integrity. The signatories shall at all times treat others with respect and dignity, and shall carry out their duties demonstrating commitment to equity and fairness for those with whom the organisation collaborates in the pursuit of its objectives as well as with any other people they interact with.

Management and Board give at all times transparency regarding other assignments, responsibilities or employment that might have (unfair) interference with the interest of Opera Spanga.

### **Representation**

Signatories should remember that they are representing the organisation at all times and should therefore not indulge in behaviour that may compromise the integrity or professionalism of the organisation. No signatory will use alcohol or drugs when this has a negative impact on the quality of their work, image of the organisation or security situation.

### **Safety Policy**

Opera Spanga maintains a 'zero-tolerance to violence' policy which includes violence toward any Opera Spanga staff member, representative, partner or beneficiary of any age.

### **Staff relations**

All signatories will contribute to a constructive working atmosphere by refraining from improper behaviour towards colleagues. Improper behaviour includes but is not limited to violence, discrimination, sexual harassment, mobbing or verbal abuse.

All signatories are asked to give careful consideration to entering into romantic relationships with a superior or subordinate as these, by their very nature, are unequal. In such cases, therefore a reassignment of duties may be deemed necessary by management.

Signed:

Date: