

MOOLOOLAH MEN'S SHED INCORPORATED

CODE OF CONDUCT

1. Shed values

1. **Respect** – we recognise and accept that all members are entitled to their opinions and we show respect even when there are differences of opinion.
2. **Integrity** – we are open, honest and trustworthy in dealing with fellow members, visitors, volunteers, and the broader community.

2. Rights and responsibilities

1. Every person in the Shed has a right:
 - a. to feel safe and happy in the Shed.
 - b. to have the opportunity to learn or to teach others; and
 - c. to be a member of a Shed which enjoys a good reputation.
2. Every person in the Shed has a responsibility:
 - a. to listen to the ideas and suggestions of other members;
 - b. to recognise and acknowledge the success of others;
 - c. to not to express views that are likely to offend or insult other people.

3. Members Code of Conduct

1. The Shed aims provide a safe, supportive and friendly environment for men to gather, volunteer, work, teach, learn and seek fellowship with other like-minded men.
2. As a member you are expected to:
 - a. be courteous to other people at the Shed.
 - b. maintain a friendly atmosphere at all times.
 - c. respect each person and their right to voice their own opinion, even if you disagree.
3. Aggressive or anti-social behaviour is not tolerated under any circumstances. This means physical or verbal aggression or behaviour.

4. Alcohol and drugs

1. Alcohol* or illicit drugs are forbidden at the Shed or the surrounding grounds nor should any member consume alcohol or illicit drugs on the premises.
2. Any person arriving at the Shed obviously affected by alcohol or illicit drugs will be asked to leave immediately and return when not affected.
3. * Alcohol may be permitted to be served in a responsible manner during events sanctioned by the Committee.

5. Smoking

1. Smoking is not permitted within the Shed buildings and within 5 metres of Shed buildings.

6. Signing in and day fees

1. Sign-in on arrival at the Shed is required, whether you are attending all day or just dropping in. This is an important insurance requirement. Signing out is also required as this is a safety issue in the case of an evacuation of the Shed. It also ensures that the person locking up knows that all members have left the site.
2. You must pay the nominated weekly fee if you are using the Shed facilities, even for one day of the week.

7. Privacy

1. Members shall respect the privacy of all other members by showing courtesy in relation to private matters. Members shall not contact other members by email or telephone without the permission of the other members or the Board.

8. Authority

1. The Board of Management is in place to control and manage the affairs of the Shed within the Rules contained in the constitution. Members should be careful not to usurp the role of the Board by making direct decisions that should rightfully be made by the Board.
2. You must not commit the Shed to any project or expenditure without the specific approval of the Board of Management or an appropriate standing approval such as purchasing policy.
3. All members shall at all times follow the Rules of the Shed, the directions of the designated Shed Supervisor, and this Code of Conduct.

Upon joining, or upon renewing my membership of the Mooloolah Men's Shed Incorporated each year, I agree to follow the Rules of the Shed which I have read and to abide by this Code of Conduct.

Full name:

Signed:

Date: