



Camborne School of Mines Association Ltd.

# Code of Conduct

Policy Review Date: - 13<sup>th</sup> June 2024

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# CODE of Conduct

We have created this CODE of Conduct to explain the way we expect the standards required for our organisation. Every member of the Association is expected to support the organisation's social values of integrity and respect for the environment.

The CODE is applicable to our sub-contractors, business partners, Directors, Employee's and all CSM Association members. We are bound to ensure that together we uphold the highest standards for our conduct. The CODE gives us the guidance and support we need to comply with the law and maintain our reputation. It represents our commitment to do the right thing, including respecting the rights of others.

## Equal Opportunity

We believe every member should have equal opportunity. We abide by all applicable civil rights laws and strive for an organisation which is free from any form of discrimination, harassment or bullying.

## Health, Safety, Security and Environment (HSSE)

CSM Association is committed to providing a healthy, secure and safe workplace for our employee (s). We will work with our suppliers to ensure that we meet HSSE standards for all our events.

## Conflicts of Interest

Conflicts of interest can happen if a member's personal, social, financial or political activities interfere, or potentially interfere, with their membership of CSM Association. Members should avoid situations where personal interests may conflict with those of the Association. Board members will withdraw from any decision-making that creates or could be perceived to create a conflict of interest as per our articles of association.

## Drugs and Alcohol

Personnel who are under the influence of drugs, alcohol, solvents or other substances can pose a danger not only to themselves but also to others. Every member should behave in a manner acceptable to local laws and customs, obey local alcohol and drugs related legislation and never put anyone at risk by driving or operating machinery whilst under the influence of drugs or alcohol.

## Local Communities

The CSM Association aims to contribute directly or indirectly to the communities within which we operate. Where and when appropriate, members may involve themselves in the local community, support charitable and cultural events and improve the effectiveness of the industries in which we operate but must conduct themselves in accordance with this CODE of conduct.

## **Social Media**

Each member is responsible for the online activity conducted in connection with the CSM Association. Each member is expected to obey the law and not post any information or conduct any online activity that may violate applicable laws, regulations or bully and intimidate any other person.

## **Disrepute**

No Member, Employee or Director shall bring the Association into Disrepute. Personnel opinions are not necessarily that of the association and no person shall/should use the Name of the Camborne School of Mines Association in any way that could bring it into disrepute

## **Accurate Reporting and Accounts**

The board of the Association will create and maintain complete and accurate accounts, data and records in line with current legislation, laws and our own articles of association and policies.

## **General Data Protection (GDPR)**

The CSM Association will only hold your information for as long as required and for the purposes of our aims and objectives whilst also complying with current legislation. We will NEVER sell or pass on ANY of your details without your written consent. We will from time to time send you emails and postal mail, if you opt not to receive such mail, we will comply with this request, with the exception of the sending of Membership renewal notices where we are legally required to notify each member of the fee payable and the date the said fee is due.

## **Termination of Membership or Business Relationship**

If any of our sub-contractors, business partners, Directors, Employee's or CSM Association members fail to comply with this CODE of conduct we will reserve the right to terminate their membership, contract or business relationship with the Camborne School of Mines Association. This would be notified in writing where there will be an opportunity to explain the resulting actions to the CSM Association board of directors. The decision of the board will be final.

This CODE of conduct is effective from 13<sup>th</sup> June 2024 and will be reviewed annually.