

POONA COMMUNITY PROGRESS ASSOCIATION INC.

CODE OF CONDUCT AND ETHICS

Poona Community Progress Association Inc.(PCPA) Management Committee encourages co-operation of Members and all Residents, and conversely, Members and all Residents encourage cooperation of the PCPA Management Committee, to observe the following standards of conduct:-

- To be Trustworthy, Honesty and Responsible.
- To be Respectful, Courteous and Tolerant of others.
- To be Caring, Considerate and Sharing.
- To follow Fairness, Consistency and Equality.

In essence, do unto others as you would wish them to do unto you.

Any person, whilst at the Community Hall or on its surrounding grounds should not conduct themselves in unreasonable behaviour. The following are acts, which the PCPA Management Committee, Members and Residents consider unreasonable behaviour, included, but are not limited to:-

- wilfully damaging PCPA property
- fighting or engaging in disorderly conduct
- being under the influence of alcohol or any drug
- using abusive, foul or threatening language
- failing to wear appropriate clothing
- shunning, excluding or isolating other persons
- humiliation through sarcasm, or belittling others opinions
- constant criticism or insult of another person
- spreading misinformation or malicious rumours
- bullying

Bullying, a derisive and social impasse, is defined as repeated unreasonable behaviour, verbal or physical, directed towards an individual or group of people.

It includes behaviour that could be expected to:-

- Intimidate
- Offend
- Degrade
- Humiliate
- Undermine or threaten

People who believe they are the subject of bullying should take firm, positive and prompt action. If deemed appropriate, you should make the perceived bully aware that you find their behaviour offensive, unwelcome and unacceptable, and that it needs to stop immediately. If this does not resolve the matter, or you are afraid to confront the bully, then seek assistance from a group of your peers to take appropriate action.

OBLIGATIONS - POONA COMMUNITY PROGRESS ASSOCIATION INC. **MANAGEMENT COMMITTEE**

The commitment to governance standards undertaken by the Management Executive Committee entail:-

- To act in accordance with the Associations Model Rules and consolidate values that reinforce the objects of the Association
- To ensure that the Association exists for the benefit of the whole community
- To control and direct the Association so it is seen as a community asset, which meets the needs of members and residents of the local community
- To act collectively as a body to uphold the integrity and dignity of the Management Executive Committee, so as to maintain the confidence and respect of Members and residents of the community
- To maintain a harmonious and business like relationship with fellow Management Executive Committee members
- To provide leadership and direction so that the Association is able to set and achieve goals in line with the Model Rules
- To monitor financial performance so as to promote long term viability of the Association
- To aspire to act in good faith, use sound judgement and cooperate with members and residents of the community
- To treat all members and residents of the community with dignity and respect

OBLIGATIONS – MEMBERS and RESIDENTS

Members of the Association and Residents of the Community beliefs, expectations and obligations entail:-

- To observe the provisions of the Model Rules of the Association
- To treat the Management Executive Committee Office holders with dignity and respect
- To treat members of the Association and all residents of the community with dignity and respect
- To act as Volunteers (if and when possible) to the Associations events
- To view the Association, the Community Hall and the Community in general as a place of social interaction and formation of friendships

Poona is a wonderful place to live, and with a little effort, we can all co-exist in harmony.