

Our Purposes and Ethics are the elements that bring us together. Underpinning this is an Code of Conduct that states who we are and how we conduct ourselves in our work on behalf of Lions International and where we are recognised as a spokesperson or representative of our Lions Clubs. Our Code of Conduct represents the culture we strive for, and it provides a shared understanding and expectation of the way we behave as individuals, towards each other, our members, clients, donors, partners and other supporters.

**Lions Club members in Australia are united by our Purposes & Ethics**

Lions Ethics & Purposes

Australian Lions Code of Conduct

District, Club & Individual Behaviour

**Every Lion Every Day**

The Code supplements our legal obligations in areas such as Work Health and Safety, Equal Opportunity and Privacy. It applies to all Lions members staff and associate volunteers

## 1. Lions Purposes & Ethics

We are bound by our Lions Purposes and Ethics that underpin this code.

The Purposes and Ethics distinguish us from other organisations. Specifically, the principles of humanitarianism, independence and apolitical service characterise the way we deliver our programs and promote our values. These Purposes and Ethics apply to our behaviour and interaction with each other.

### I demonstrate this by...

- upholding the human dignity of every person at all times through protecting the life and health of others and by promoting mutual understanding, friendship and cooperation
- ensuring my actions are guided by the needs of vulnerable people and by not discriminating on the basis of nationality, race, culture, gender, sexual orientation, religious beliefs, social background, disability, family status, marital status, age or political opinions
- not taking sides in hostilities or engaging publicly in controversies of a political, racial, religious or ideological nature
- acting at all times in accordance with the principles of the Lions and the laws of the country in which I work



## 2. Respect

We genuinely acknowledge and respect each other's individual's values, beliefs, efforts and ideas

### I demonstrate this by...

- valuing and acknowledging the opinions and contributions of Lions.
- treating others fairly, courteously and with respect
- contributing to dialogue and discussion in a constructive manner
- ensuring the way I work promotes trust
- using language which is respectful to clients, the community and others
- abstaining from all forms of unacceptable or unlawful behaviour.

## 3. Integrity

We maintain high standards of integrity and are conscientious in our approach to work.

### I demonstrate this by...

- conducting myself honestly, reliably and without favouritism
- not engaging in fraudulent or criminal behaviour, bribery or other unlawful conduct
- being transparent in my decision making
- providing constructive feedback to others in an honest and respectful way
- appropriately disclosing or mitigating a real or potential conflict of interest
- ensuring my actions and decisions are in the best interests of Lions.
- refraining from financially or sexually exploiting Lions clients including children and other vulnerable people and promptly acting on any reasonable suspicion that exploitation is occurring.



## 4. Empowerment

We collaborate with the aim of empowering each other to be the best that we can be.

### I demonstrate this by...

- working collaboratively with others and to the best of my ability
- sharing information and acting in good faith
- developing, maintaining and using my own skills and capabilities and those of others
- providing support to my team members to help achieve common goals
- generating and supporting innovative ideas to improve our work
- recognising the importance of fun and enjoyment in the workplace.

## 5. Accountability

We acknowledge and assume responsibility for our own actions and personal behaviour and we are entitled to expect the same from others.

### I demonstrate this by...

- acknowledging that I am responsible for behaving in accordance with the Lions Purposes and Ethics, relevant laws, Lions International policies and this Code
- only making commitments I know I can fulfil, and following through on them
- taking responsibility for my work and performance
- raising a perceived breach of the Code in good faith
- not victimising anyone for raising a breach in good faith
- ensuring my expectations of others are reasonable, clear and understood
- recognising good performance and addressing performance shortfalls quickly, directly, fairly and openly
- respecting and protecting the physical and intellectual property of Lions.
- ensuring appropriate use of resources with consideration for greatest need and reducing waste and duplication.

## 6. Representation

We represent Lions in a way that respects the Lions Purposes and Ethics and promotes confidence in the organisation. This includes representing Lions while at work, when publicly displaying a connection to Lions (for example wearing t-shirts, pins or writing on letterhead) and in situations where we are recognised as a spokesperson or representative of Lions.

### I demonstrate this by...

- being mindful at all times (including outside work activity) that my actions can impact the reputation of Lions and the people we assist
- refraining from party political actions while publicly representing Lions
- acting in a way that does not harm the reputation of Lions
- ensuring the correct use of the Lions emblem
- only making comments in the media on behalf of Lions when authorised
- accepting gifts only when I am confident they are of token value, are genuinely offered in the spirit of goodwill, and where the giver is not seeking favoured treatment
- dressing in an appropriate manner when conducting Lions business.

## 7. Champion

We champion and stand up for Lions policies and procedures and comply with the laws of the country in which we work.

### I demonstrate this by...

- Actively supporting the safety, health and well-being of all Lions members and others we interact with.
- Protecting the privacy and confidentiality of Lions as an organisation, its members, staff, clients, partners and other supporters.
- Actively supporting, encouraging and promoting diversity in the workplace.
- Understanding that many of our policies provide guidance on the way we treat each other, including the Equal Opportunity, Complaints and Grievance, Disciplinary Action, Occupational Health and Safety, Privacy, Protecting Children and Young People, Drugs and Alcohol, Diversity and Whistleblower Policies, or Acts in each State or Territory.



# Lions Clubs International Code of Ethics

- To show my faith in the worthiness of my vocation by industrious application to the end that I may merit a reputation for quality of service.
- To seek success and to demand all fair remuneration or profit as my just due, but to accept no profit or success at the price of my own self-respect lost because of unfair advantage taken or because of questionable acts on my part.
- To remember that in building up my business it is not necessary to tear down another's; to be loyal to my clients or customers and true to myself.
- Whenever a doubt arises as to the right or ethics of my position or action towards others, to resolve such doubt against myself.
- To hold friendship as an end and not a means. To hold that true friendship exists not on account of the service performed by one to another, but that true friendship demands nothing but accepts service in the spirit in which it is given.
- Always to bear in mind my obligations as a citizen to my nation, my state, and my community, and to give them my unswerving loyalty in word, act, and deed. To give them freely of my time, labour and means.
- To aid others by giving my sympathy to those in distress, my aid to the weak, and my substance to the needy.
- To be Careful with my criticism and liberal with my praise; to build up and not destroy.

## Lions Clubs International Purposes

- To organise, charter and supervise service clubs to be known as Lions clubs.
- To coordinate the activities and standardise the administration of Lions clubs.
- To create and foster a spirit of understanding among the people of the world.
- To promote the principles of good government and good citizenship.
- To take an active interest in the civic, cultural, social and moral welfare of the community.
- To unite the clubs in the bonds of friendship, good fellowship and mutual understanding.
- To provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.
- To encourage service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavour.