



AMMA Code of Conduct and Director Conduct Policy

1. Purpose

The purpose of this policy is to outline the standards of behaviour and ethical responsibilities expected of all Directors, Officers, and representatives of the Australasian Military Medicine Association Ltd (AMMA). This policy supports good governance, professional integrity, and the trust placed in AMMA by its members, stakeholders, and the community.

2. Scope

This policy applies to:

- All Directors and Office Bearers of AMMA;
- Members of AMMA Committees or Working Groups; and
- Any person representing AMMA in an official capacity.

3. Principles

AMMA's Directors are expected to uphold the highest standards of integrity and professionalism by adhering to the following principles:

- Integrity: Act honestly, ethically, and in the best interests of AMMA.
- Accountability: Be responsible for decisions, actions, and performance.
- Transparency: Conduct AMMA business in an open and honest manner.
- Respect: Treat colleagues, members, partners, and staff with courtesy and fairness.
- Confidentiality: Protect confidential information and use it only for legitimate AMMA purposes.
- Compliance: Comply with all relevant laws, the Corporations Act 2001, AMMA's Constitution, and Board policies.

4. Conduct Expectations

Directors must:

- a) Act in Good Faith: Always act in the best interests of AMMA and its members.
- b) Exercise Due Care and Diligence: Make informed decisions with reasonable care.
- c) Avoid Conflicts of Interest: Declare any actual or perceived conflict of interest and remove themselves from related discussions or votes.



- d) Maintain Confidentiality: Safeguard AMMA information acquired through Board service.
- e) Demonstrate Collegial Behaviour: Support collective decision-making and respect differing views.
- f) Refrain from Improper Influence: Do not use their position to gain advantage for themselves or others.
- g) Represent AMMA Professionally: Uphold the reputation and credibility of AMMA in all external interactions.

5. Conflicts of Interest

Directors must disclose any personal, professional, or financial interests that could conflict with AMMA's interests.

- Disclosures must be recorded in the Register of Interests.
- Where a conflict exists, the Director must abstain from voting or influencing the decision.
- The President will determine appropriate management of the conflict in accordance with AMMA's Conflict of Interest Policy.

6. Breach of Policy

A breach of this policy may result in:

- Formal censure by the Board;
- Removal from a committee or working group; or
- Disciplinary action in accordance with AMMA's Constitution or Corporations Act 2001.

Serious breaches may also be referred to external authorities where required by law.

7. Related Documents

- AMMA Constitution
- Board Charter
- Conflict of Interest Policy
- Whistleblower Policy
- Privacy Policy

8. Review

This policy will be reviewed every two years or as required to ensure compliance with legislative and governance best practices.