



Values Responsibilities

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Purpose

CPSU (Community and Public Sector Union) is a voluntary association of workers and exists to support and advance the collective interests of its members.

CPSU/SPSF Group Victorian Branch represents members in Victoria.

Branch Councillors and Delegates contribute to the success of the union and the broader Australian union movement. Branch Councillors and Delegates are in a unique position to influence the lives of working people. To achieve for working people, CPSU representatives need to be held to highest standards underpinned by the core principles of:

- Integrity
- Respect
- Accountability

This Values Statement sets out our expectations of each other.

If unsure whether conduct is consistent with this Values Statement, you should discuss the matter with your Organiser or the Branch Secretary.

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Scope

This Code of Conduct has been endorsed by the CPSU/SPSF Victorian Branch Council. It applies to all CPSU Branch Councillors and Delegates:

- When undertaking any duties or activities as a union representative
- At CPSU events and functions
- When members are identifiable as representatives of CPSU, including on social media channels

Conduct and behaviour of CPSU employees is subject to policies and procedures under their employment relationship with the union.

Related policies

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This Values Statement operates in conjunction with relevant CPSU policies and procedures. Current policies and procedures are available on request.

CPSU must comply with all relevant legislation in its activities. These may impose obligations on members who are representatives of the union, including but not limited to:

- Age Discrimination Act 2004 (Cth)
- Australian Human Rights Commission Act 1986 (Cth)
- Charter of Human Rights and Responsibilities 2006 (Vic)
- Crimes Act 1958 (Vic)
- Disability Discrimination Act 1992 (Cth)
- Equal Opportunity Act 2010 (Vic)
- Fair Work (Registered Organisations) Act 2009
- Fair Work Act 2009 (Cth)
- Human Rights and Equal Opportunity Commission Act 1986 (Cth)
- Occupational Health and Safety Act 2004 (Vic)
- Racial Discrimination Act 1975 (Cth)
- Sex Discrimination Act 1984 (Cth)



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Directions and advice

CPSU representatives must act in accordance with union rules. Up-to-date copies of union rules are available on the FWC website at <https://www.fwc.gov.au/registered-organisations/find-registered-organisations/cpsu-the-community-and-public-sector-union>.

Workplace arrangements approved by the Victorian Branch Council may provide additional responsibilities.

Union members and representatives have protections under the Fair Work Act 2009, and enterprise agreements. Accredited union representative status may also apply under the provisions of an enterprise agreement.

Employer policies and codes of conduct apply to union representatives. Union representatives are not exempt from these arrangements. CPSU will provide advice and support to representatives about their application.

CPSU representatives must complete the CPSU's Core Skills for Delegates training course as soon as possible. Branch Councillors have additional training obligations under the Fair Work (Registered Organisations) Act 2009.

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Respect

Respect means to:

Respect the aims and objectives of the union movement and CPSU, and always act in the best interests of CPSU and the union movement.

Treat CPSU officers and staff with respect and in a way that is consistent with their right to a safe and healthy workplace.

Acknowledge that CPSU staff are employed by the Branch Secretary for their knowledge and expertise in industrial relations.

Complaints about CPSU employees and officers will be investigated subject to procedural fairness and relevant employment policies.

Treat everyone with respect - regardless of sex, gender identity, age, race, ethnicity, language, religion, ability, sexual orientation, intersex status, or any other attribute status protected by law.

Never bully, harass, sexually harass, or discriminate against anyone, including through the use of email and social media.

Be aware that actions of bullying, harassment, sexual harassment or discrimination outside of work can reflect on the reputation of CPSU and the union movement.

Respect a safe and healthy workplace, by taking reasonable care to ensure your own health and safety at work and avoid adversely affecting the health and safety of others.

Integrity

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Integrity means to:

Act in a way that shows you value the reputation of CPSU and the union movement.

Act honestly when performing your duties.

Ensure you declare and appropriately manage interests that may conflict with your responsibilities to CPSU.

Not improperly use your status, authority or information to gain, or seek to gain, a benefit or advantage for yourself or any other person.

Not improperly use your status, authority or information to cause, or seek to cause, detriment to CPSU, or any other person working at CPSU.

Always be an ethical bystander which means when you see behaviour or practice that is against this Values Statement, you act to change the behaviour or practice.

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Accountability

Accountability means to:

Conduct yourself in a manner that will not reflect adversely on CPSU.

Utilise and manage the resources, information, and authority at your disposal in an efficient, responsible, fair and justifiable manner, and in accordance with appropriate CPSU policies.

Comply with CPSU's privacy policy and ensure that membership information is not shared for any reason other than approved union purposes.

Carry out your role efficiently and effectively and strive to achieve the highest standards.

Contribute to a collaborative, caring and courageous workplace, respectful of diversity and each person's contribution.

Ensure you perform your duties to the best of your ability.

Ensure accountability at CPSU by reporting conduct that might reasonably be a breach of this Code of Conduct.

Understand that CPSU is accountable to the democratic decision-making processes that involve elected representatives as set out in the CPSU rules.

Provide timely advice to CPSU industrial staff and officers of workplace developments that come to your attention as a CPSU representative.

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Breaches

All Branch Councillors and Delegates must observe this Values Statement. Alleged breaches of this Statement which also breach the Union's rules may be dealt with according to CPSU Rules. Other alleged breaches may be referred to the Branch Secretary to investigate and determine an appropriate response.

More information

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If you have a query about this policy or need more information, please contact your Industrial Organiser or the Branch Secretary.

Review details

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This policy was adopted by CPSU on 23 May 2022.

This policy was last updated on 23 May 2022.



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