

Policy Statement



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TROG Cancer Research Code of Behaviour Policy

Document Number: TPS C18

Version: 1

Effective date: 22 May 2020

Number of pages: 6

Summary: The aim of this policy statement is to outline the Code of Behaviour adopted by TROG Cancer Research

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Applies to: Board of Directors (Directors), members (both full and affiliate) and employees of TROG Cancer Research.

Approved by: TROG Board of Directors

Execution date: 07 May 2020

Revision Chronology: Version 1

Contents

1	MISSION	3
2	SCOPE OF POLICY	3
3	PURPOSE OF THIS CODE OF BEHAVIOUR (CODE)	3
4	PROFESSIONAL RESPONSIBILITY.....	4
4.1	Core Principle	4
4.2	Intent	4
4.3	Guidelines.....	4
5	ETHICAL LEADERSHIP	4
5.1	Core Principle	4
5.2	Intent	5
5.3	Guidelines.....	5
6	CONFLICTS OF INTEREST	5
6.1	Core Principle	5
6.2	Intent	5
6.3	Guidelines.....	5
7	USE OF INFORMATION.....	6
7.1	Core Principle	6
7.2	Intent	6
7.3	Guidelines.....	6

Code of Behaviour

1 MISSION

TROG Cancer Research conducts world-class research in radiation medicine that leads the global effort to better control and cure cancer, and improve outcomes for people affected by cancer.

2 SCOPE OF POLICY

This policy applies to the Board of Directors (Directors), members (both full and affiliate) and employees of TROG Cancer Research.

3 PURPOSE OF THIS CODE OF BEHAVIOUR (CODE)

The TROG Cancer Research Code of Behaviour Policy is intended to guide the behaviour of the Directors, members and employees of TROG Cancer Research in terms of professional responsibility, ethical leadership, conflicts of interest and use of information. It provides a clear understanding of the standard of conduct expected when performing duties in relation to the business of TROG Cancer Research. The Code does not attempt to provide an exhaustive list of what to do in all situations, instead the Code represents a broad framework of conduct that the Directors, members and employees of TROG Cancer Research have an obligation to uphold.

The Code places an obligation on all Directors, members and employees to take responsibility for their own conduct. To achieve this, all Directors, members and employees are expected to familiarise themselves with and act in accordance of this Code.

4 PROFESSIONAL RESPONSIBILITY

4.1 Core Principle

TROG Cancer Research Directors, members and employees are responsible for adding value and contributing to the success of TROG Cancer Research. They are required to accept professional responsibility for individual decisions and actions. These key stakeholders are also advocates for TROG Cancer Research through engagement in activities that enhance its credibility and value.

4.2 Intent

- To build respect and credibility for TROG Cancer Research both within the organisation as well as the medical research sector, the health sector and the communities with which TROG Cancer Research interacts.
- To advocate for improved recognition of the importance of the research conducted by TROG Cancer Research to the wider medical research sector and community.
- To assist TROG Cancer Research to achieve its objectives and goals.
- To positively influence the health and medical research sector.
- To encourage professional decision-making and responsibility.
- To encourage social responsibility.

4.3 Guidelines

1. Adhere to the highest standards of ethical and professional behaviour.
2. Measure the effectiveness of programs in contributing to or achieving TROG Cancer research organisational goals.
3. Comply with the law.
4. Strive to achieve the highest levels of service, performance and social responsibility.
5. Advocate openly and within the established forums for debate in order to influence decision-making and results.

5 ETHICAL LEADERSHIP

5.1 Core Principle

TROG Cancer Research Directors, members and employees are expected to exhibit individual leadership as a role model for maintaining the highest standards of ethical conduct.

5.2 Intent

- To set the standard and be an example to others.
- To earn individual respect and increase TROG's credibility with others.

5.3 Guidelines

1. Act ethically in every professional interaction by conducting TROG Cancer Research business honestly and with integrity.
2. Uphold the standards of professional conduct expected in the not-for-profit research sector.
3. Question individual and group actions when necessary, to ensure that decisions are ethical and are implemented in an ethical manner.
4. Seek expert guidance if ever in doubt about the ethical propriety of a situation.

6 CONFLICTS OF INTEREST

6.1 Core Principle

As TROG Cancer Research Directors, members and employees, we must maintain a high level of trust with our stakeholders. We must protect the interests of our stakeholders as well as our professional integrity and should not engage in activities that create actual, apparent, or potential conflicts of interest.

6.2 Intent

To avoid activities that are in conflict or may appear to be in conflict with any of the provisions of this Code of Behaviour or with one's responsibilities and duties as a TROG Cancer Research Director, member or employee.

6.3 Guidelines

1. Refrain from using your position for actual or perceived personal, material or financial gain.
2. Prioritise your obligations to identify conflicts of interest or the appearance of it and when conflicts arise, disclose them to relevant stakeholders, including TROG Central Operations Office.

7 USE OF INFORMATION

7.1 Core Principle

TROG Cancer Research employees and members should consider and protect the rights of individuals, especially in the acquisition and dissemination of information while ensuring truthful communications and facilitating informed decision-making.

7.2 Intent

To build trust among collaborating organisations by maximising the open exchange of information, while eliminating anxieties about inappropriate and/or inaccurate acquisition and sharing of information.

7.3 Guidelines

1. Acquire and disseminate information through ethical and responsible means.
2. Safeguard restricted and/or confidential information.
3. Take appropriate steps to ensure the accuracy and completeness of all information communicated on behalf of TROG Cancer Research. If the information is not in the public domain, seek approval from TROG Cancer Research prior to disseminating.