

Code of Conduct Statement

Marriott's Code of Conduct outlines the overarching standards expected of all our employees, including volunteers and Board members. It is our expectation that every representative conduct themselves as a positive and responsible role model of Marriott, and to:

- act ethically, with integrity, honesty and transparency; and be meticulous in proper use of Marriott's information, funds, equipment and facilities
- exercise fairness, equity, respect and sensitivity in dealing with clients, employees and other stakeholders
- provide services without engaging in abuse, exploitation, harassment or neglect
- contribute to an operating work environment that is safe and promotes wellbeing
- demonstrate fairness in all decisions
- behave in a lawful manner

We undertake our business with ethical standards and in a manner that promotes doing what is right and supports:

- confidentiality
- privacy
- zero tolerance of abuse
- quality services
- health & safety
- protection of & use of assets, property & resources
- anti-discrimination, bullying, harassment & vilification
- anti-bribery, gifts and benefits
- management of conflicts of interest
- good communication
- effective complaints handling

The **Disability Service Safeguards Code of Conduct** is prescribed in the Disability Service Safeguards Regulations 2020, which are rules made under the Disability Service Safeguards Act 2018, sets the standards for how we provide NDIS supports and services.

We support and expect staff to:

- act with respect for the individual rights of people with disabilities to freedom of expression, self-determination and decision-making in accordance with applicable laws and conventions
- respect the privacy of people with disability
- provide disability supports and services in a safe and competent manner, with care and skill
- act with integrity, honesty and transparency
- promptly take steps to raise and act on concerns about matters that may impact the quality and safety of supports and services provided to people with disability
- take all reasonable steps to prevent and respond to all forms of violence against, and exploitation, neglect and abuse of, people with disability
- take all reasonable steps to prevent and respond to sexual misconduct.