

IIBA AUSTRALIA CHAPTER

Code of Conduct

IIBA Australia is committed to being a community where every member, volunteer, speaker, sponsor, partner, and guest feels safe, respected, engaged, and supported to learn, connect, and grow professionally. This Code of Conduct sets out the standard of behaviour expected of everyone who engages with the Chapter.

Applies to	All IIBA Australia members, volunteers, speakers, sponsors, partners, and guests, and anyone who joins or attends events and activities hosted by the Chapter.
Covers	Events (in-person and virtual), Mentoring Programs, Study Groups, Branch and Volunteering Activities, and FOBA online forums (including LinkedIn and associated community platforms).
Version	0.2
Effective date	14th July 2026
Next review	July 2028
Approved by	IIBA Australia Executive Committee and IIBA Australia Chapter Board

1. Purpose

IIBA Australia is a place where members feel safe, respected, engaged, and able to learn, connect, and grow professionally. Every person who participates in Chapter events and activities has the right to do so without fear of intimidation, harassment, discrimination, or disruption. No participant should act in a way that degrades another person's experience of the Chapter community.

This Code of Conduct exists to:

- Set out the standard of behaviour expected of everyone who engages with IIBA Australia
- Provide clarity on what constitutes unacceptable behaviour
- Outline how concerns can be raised and how they will be addressed
- Protect the safety, reputation, and inclusiveness of the Chapter community

2. Community Principles

Everyone who engages with IIBA Australia — whether as a member, volunteer, speaker, sponsor, partner, or guest — is expected to uphold the following principles:

- Respect others — treat every person with courtesy, dignity, and fairness, regardless of background, role, or level of experience
- Foster inclusion — welcome diverse perspectives and help everyone feel able to participate fully
- Engage constructively — contribute in ways that build understanding and add value to discussions and activities
- Contribute positively — bring a collaborative, solutions-focused approach to Chapter activities
- Respect boundaries — recognise and honour the personal, professional, and physical boundaries of others
- Protect privacy — handle personal and professional information shared within the community responsibly and in confidence
- Act with integrity — be honest, transparent, and accountable in all interactions

3. Expected Behaviours

All participants are expected to:

- Behave ethically at all times, consistent with the IIBA Code of Ethical Conduct and Professional Standards
- Act with kindness and consideration at all times, especially as regards members and volunteers
- Follow the rules of engagement established for each event or activity
- Encourage participation and practise active listening
- Share knowledge and expertise respectfully and generously
- Provide feedback that is constructive, specific, and respectful
- Support facilitators, hosts, and volunteers in delivering events and activities
- Raise concerns appropriately and in good faith, using the channels outlined in Section 6

4. Unacceptable Behaviour

Unacceptable behaviour includes, but is not limited to, any conduct that is unethical or that contradicts the principles of the Chapter and the values of IIBA, including:

- Aggression, intimidation, or threats of any kind, whether direct or implied
- Discrimination or harassment on any basis, including but not limited to gender, age, race, ethnicity, religion, disability, sexual orientation, or gender identity
- Intoxication that causes disruption to an event, activity, or other participants

- Online misconduct, including harassment, trolling, or misuse of FOBA forums, LinkedIn groups, or other associated community platforms- public and private communication channels, including unsolicited direct messages.
- Inappropriate use of IIBA activities, forums, or resources for personal profit or gain.

This list is illustrative rather than exhaustive. Any conduct that undermines the safety, respect, or inclusiveness of the Chapter community may be treated as a breach of this Code, regardless of whether it is specifically named above.

5. Mentoring and Study Groups

Mentoring relationships and study groups involve a closer degree of trust and exchange than other Chapter activities. In addition to the principles and behaviours set out above, participants in these activities are expected to:

- Maintain the confidentiality of information shared in mentoring relationships and study group discussions
- Respect professional and personal boundaries between mentors, mentees, and peers
- Ensure fair and equitable participation opportunities for all involved
- Support an inclusive learning environment in which all contributions are valued

6. Reporting Concerns

Anyone who experiences or witnesses behaviour that breaches this Code is encouraged to report it. Reports can be made to:

- Event, or study group hosts or facilitators as well as Branch leaders — for concerns arising during an event, volunteering activities or any other IIBA associated activities.
- FOBA or BALS coordinators, moderators or facilitators — for concerns arising on online forums or community platforms
- IIBA Australia leadership, either at the Branch or Board level as appropriate — for concerns of a broader or more serious nature, or where a report to an event host or moderator is not appropriate

All reports will be handled discreetly, taken seriously, and addressed in a fair and timely manner.

7. Escalation Framework

Where an individual is the subject of multiple substantiated reports, the following escalation framework applies. There is no time limit between reported incidents for the purpose of this framework:

- 1st reported incident — informal warning
- 2nd reported incident — formal written warning
- 3rd reported incident — disciplinary action, up to and including the outcomes described in Section 8

This framework does not limit the Chapter's ability to act immediately and proportionately where serious misconduct occurs, regardless of any prior history.

8. Outcomes

Depending on the nature and severity of a breach, outcomes may include:

- A warning (informal or formal)
- Removal from an event or activity
- Suspension of membership or participation rights
- Membership revocation and a ban from future participation in Chapter events and activities

9. Governance

The IIBA Australia Executive Committee is responsible for decision-making under this Code, including the assessment of reported concerns and the determination of outcomes.

The IIBA Australia Executive Committee will inform the Board of any decisions made.

Where a matter is escalated by or appealed, the Australia Chapter will escalate to IIBA Global as the final arbiter of Code of Conduct and Membership matters.

All discussions and recommendations related to suspension or revocation of membership are to be referred to IIBA Global for decisioning.

10. Acknowledgement

By registering for, joining, or attending any IIBA Australia event, mentoring program, study group, or online forum, participants acknowledge that they have read, understood, and agree to abide by this Code of Conduct.

11. Summary

IIBA Australia is committed to being a respectful, safe, and inclusive community for everyone who engages with the Chapter. Breaches of this Code may result in outcomes ranging from a warning through to removal from the Chapter community, in line with the escalation framework and governance arrangements set out above.

Motion: The Australia Chapter Executive recommends that IIBA Board adopts the Code of Conduct.

Moved: Bri Ertanin

Seconded:

Carried Unanimous