

WORKPLACE VALUES AND CONDUCT Policy

The purpose of this policy is to bring together an overarching policy that articulates the Melbourne Market Authority's (MMA) commitment to providing its employees with a safe, diverse and inclusive work environment.

The MMA has adopted the Public Sector Values of Responsiveness, Integrity, Impartiality, Accountability, Respect, Leadership and Human Rights.

The MMA recognises these values as cornerstones to providing:

- (i) a positive work environment for its employees;
- (ii) operating effectively; and
- (iii) achieving the objects and functions of the MMA.

Further, the MMA values the principles of equality and diversity and is committed to:

- ensuring its Board members, staff and employees act with honesty and integrity;
- ensuring that when people come to work with the MMA (whether it be as an employee, a patron of the Melbourne Market or as a service provider) they are treated with respect and dignity; and
- providing a workplace for its employees that is free from harassment, bullying and violence, of all types.

To achieve these policy objectives:

- The MMA has adopted the Victorian Government's Code of Conduct for public sector employees, directors and boards to provide guidance on the standards of behaviour expected and to assist with decision making.
- The MMA has implemented and will maintain procedures to assist employees with raising their workplace concerns in confidence and understanding how their concerns will be escalated and actioned. Employees can refer to the MMA's protected disclosures policy on how to raise their concerns in confidence.
- The MMA will conduct regular training for employees (including the management team and board members) on matters contemplated by this policy including diversity and inclusion in the workplace and workplace compliant handling and reporting.

The Chief Executive Officer is responsible for and has overall responsibility for providing oversight and review of the MMA's workplace policy, practices and activities in the context of the MMA's objects and functions.

As part of the MMA's commitment to continuous improvement the MMA will regularly review this policy. The MMA may update this policy from time to time. Any changes will be published on the MMA website.

Approval Date: Sept 2019
Next Review Date: Sept 2021



Mark Maskiell
Chief Executive Officer



Peter Tuohy
Chairman

