

# **Meditation in Action**

## **Code of Conduct**

### **Introduction**

In keeping with its vision and values, Meditation in Action is committed to maintaining the highest degree of ethical conduct amongst all its trustees, programme facilitators and associated personnel. To help increase understanding, this Code of Conduct details Meditation in Action's expectations of all trustees, programme facilitators and associated personnel.

NB: Associated personnel includes, but is not limited to, volunteers, programme visitors, supporters

### **Scope and purpose**

This Code of Conduct applies to all Meditation in Action trustees, programme facilitators and associated personnel.

The purpose of this Code of Conduct is to set out the conduct expected of Meditation in Action trustees, programme facilitators and associated personnel. The Code is applicable at all times. Breaches of the Code of Conduct are grounds for disciplinary action, up to and including dismissal.

### **Mission and values**

#### **Our vision**

To bring together meditation practice and voluntary service for the benefit of individuals, community, and the environment.

#### **Our mission**

Whilst engaging in humanitarian or ecological projects we aim to support participants in learning meditation for their health and well-being and thus develop increased connection to themselves, to others and to nature.

## **Our Values**

We apply the wise and compassionate teachings and practices of Buddhism in our lives so as to develop deep well-being.

We work with compassion and care to provide a safe and supportive space for all

We reach out to embrace individuals, communities and the environment

We work in a collaborative way with each other and our partners

We work with openness, integrity and respect

## **Code of Conduct Standards**

As a Meditation in Action trustee, programme facilitator or associated person (e.g. volunteer):

**I will uphold the integrity and reputation of Meditation in Action by ensuring that my professional and personal conduct is consistent with Meditation in Action's values and standards**

- I will treat all people fairly with respect and dignity
- When working or travelling on behalf of Meditation in Action, I will be observant of all local laws and be sensitive to local customs
- I will seek to ensure that my conduct does not bring Meditation in Action into disrepute and does not impact on or undermine my ability to undertake the role for which I am assigned
- I will not work under the influence of alcohol or use, or be in possession of, illegal substances when representing Meditation in Action

### **Not engage in abusive or exploitative conduct**

- I will not engage in sexual activity with children (persons under the age of 18). Mistaken belief in the age of a child is not a defence
- I will not exchange money, employment, goods or services for sex, including sexual favours or other forms of humiliating, degrading or exploitative behaviour.
- I will not engage in sexual relationships with beneficiaries of assistance, since they are based on inherently unequal power dynamics
- I will not engage in any commercially exploitative activities with children or vulnerable adults including child labour or trafficking
- I will not physically assault a child or vulnerable adult
- I will not emotionally or psychologically abuse a child or vulnerable adult

**Ensure the safety, health and welfare of all Meditation in Action trustees, programme facilitators, all other associated personnel and event participants**

- I will behave in a manner such as to avoid any unnecessary risk to the safety, health and welfare of myself and others, including partner organisations and communities with whom we work
- I have read Meditation in Action's Safeguarding Policy and agree to follow the safeguarding policy and procedures presented therein

**Be responsible for the use of information, assets and resources to which I have access by reason of my involvement with Meditation in Action**

- I will ensure that I use Meditation in Action assets and resources entrusted to me in a responsible manner and will account for all money and property
- I will not use Meditation in Action IT equipment, software or e-mail and social media platforms to engage in activity that is illegal under local or international law or that encourages conduct that would constitute a criminal offence. This includes any material that intimidates or harasses any group based on protected characteristics, or encourages extremism
- I will not use Meditation in Action IT equipment to view, download, create, distribute or save in any format inappropriate or abusive material including but not limited to pornography or depictions of child abuse

**Perform my duties and conduct my private life in a manner that avoids conflicts of interest**

- I will declare any financial, personal or family (or close intimate relationship) interest in matters of official business which may impact on the work of Meditation in Action
- I will not be involved in awarding benefits, contracts for goods or services, employment or promotion within Meditation in Action, to any person with whom I have financial, personal or family (or close intimate relationship) interests
- I will seek permission before agreeing to being nominated as a prospective candidate or another official role for any political party
- I will not accept significant gifts or any remuneration from governments, communities with whom we work, donors, suppliers and other persons which have been offered to me as a result of my involvement with Meditation in Action

**Uphold confidentiality**

- I will exercise due care in all matters of official business, and not divulge any confidential information relating to colleagues, matters relating to the work of Meditation in Action or any sensitive information unless legally required to do so

## **Complaints and reports**

Meditation in Action trustees, programme facilitators or associated personnel are obligated to bring to the attention of the trustees any potential incident, abuse or concern that they witness, are made aware of, or suspect which appears to breach the Standards contained in this Code. Any Meditation in Action trustees, programme facilitators or associated personnel reporting concerns are protected by the Disclosure of Malpractice policy.

Trustees receiving reports or concerns are obliged to action or refer the report immediately as per the Meditation in Action Complaints Policy

**In accepting my appointment I undertake to discharge my duties and to regulate my conduct in accordance with the requirements of this Code**

**Name:**

**Signature:**

**Date:**