

Code of Conduct



Australian Government
Australian Accounting Standards Board



Australian Government
Auditing and Assurance Standards Board

The Office's Code of Conduct requires that Workplace Participants:

1. Exercise their powers, perform their functions and discharge their duties honestly, in good faith and for a proper purpose;
2. Act with care and diligence in connection with their position;
3. When acting in connection with their position, treat everyone with respect and courtesy, and without harassment;
4. When acting in connection with their position, comply with all applicable Australian laws;
5. Comply with any lawful and reasonable direction given by the Office;
6. Maintain appropriate confidentiality about dealings that they have with any Minister or Minister's member of staff;
7. Take reasonable steps to avoid any conflict of interest (real or apparent) and disclose details of any material personal interest in connection with their position or that relates to the affairs of the Office;
8. Use Commonwealth resources in a proper manner and for a proper purpose without unnecessary wastage;
9. Not provide false or misleading information in response to a request for information that is made for official purposes in connection with their position;
10. Not improperly use their position, information obtained through their position, their duties, status, power or authority to:
 - (a) gain, or seek to gain, a benefit or an advantage for themselves or any other person; or
 - (b) to cause, or to seek to cause, detriment to the Office, the Commonwealth or any other person.
11. At all times behave in a way that upholds the Office's values and principles, and the integrity and good reputation of the Office and the Commonwealth;
12. While on duty overseas, at all times behave in a way that upholds the good reputation of Australia; and
13. Comply with any other conduct requirement that is prescribed by the regulations which are available on the Federal Register of Legislation.