

# Safety Culture Facilitator (SCF) Code of Conduct

## **Purpose**

To communicate the integrity, objectivity, confidentiality, and competence expected of SCF's, as well as, to provide a means for the Facilitators to pledge their commitment to these principles.

## **Integrity**

The integrity of SCF's establishes trust and provides the basis for relying on their judgment. As a SCF, I pledge to:

- 1. Perform my work with honesty, accuracy, fairness, and responsibility.**
- 2. Not engage in activities that might discredit the Safetree brand, Leading Safety, Forest Industry Safety Council, or my organisation.**

## **Objectivity**

SCF's must be objective in gathering, evaluating, and communicating information about the activities, processes and procedures under discussion and review. As an SCF, I pledge to:

- 3. Not join in any activity or relationship that may affect my unbiased facilitating duties.**
- 4. Not accept anything that may impair, or appear to impair, my facilitating duties.**

## **Confidentiality**

SCF's must respect the value and ownership of the information they receive and not disclose it without the appropriate authority (unless obligated for legal or professional reasons). As an SCF, I pledge to:

- 5. Be prudent in the use and protection of the information acquired during my facilitating duties.**
- 6. Not use the information for personal gain or in any way to detriment the Safetree brand, Leading Safety, Forest Industry Safety Council, or my organisation.**

## **Competence**

SCF's must apply their knowledge, skills, and experience in the performance of their assessment duties. As an SCF, I pledge to:

- 7. Engage only in Facilitating where I possess the needed knowledge, skills, and experience.**
- 8. Facilitate Safety Culture Workshops in accordance with the procedures and practices of the Safetree/Leading Safety programme.**
- 9. Continually improve my proficiency and the quality and value of my facilitation skills.**
- 10. Assist other SCF's to develop their facilitation skills, and conduct peer reviews.**
- 11. Report any complaints regarding my performance and address them to avoid recurrence.**

### **Conflict of Interest**

There is potential for conflicts of interest for people undertaking the role of Safety Culture Facilitator on behalf of FISC. As a Facilitator I pledge I will not undertake a workshop in the following circumstances:

- 12. I have provided consultancy, systems development, training, advisory, self-assessment services or audit for a third party (in any capacity) for that contractor within the 12 months prior to the date of the workshop; or intend to provide such services within 3 months after the end date of the workshop.**
- 13. A colleague, or associate, of my business has provided any services for a contractor within the 12 months prior to the date of the workshop; or intend to provide such services within 3 months after the end date of the workshop.**

Where there is a perception of conflict of interest by the contractor, the facilitator or another party, or I am unsure whether a situation could be considered an actual or potential conflict of interest, I will disclose the facts to FISC before I commit to undertake the audit. An assessment and decision will be made by the Certification Manager where precedent has been predetermined, or otherwise the Certification Panel.

**Signed:**

**Date:**

**Print Name:**