

OUTSOURCED EVENTS

Outsourced Events Ltd, Barley Mow Centre, 10 Barley Mow Passage, Chiswick, London, W4 4PH
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Ethics Policy

Outsourced Events always requires its employees and suppliers to uphold the highest standards of ethical and professional behaviour. They will:

1. Hold paramount the safety, health and welfare of the public in the performance of professional duties.
2. Act in such a manner as to uphold and enhance personal and professional honour, integrity and the dignity of the profession.
3. Treat with respect and consideration all persons, regardless of race, religion, gender, sexual orientation, maternity, marital or family status, disability, age or national origin.
4. Engage in carrying out Outsourced Event's work in a professional manner.
5. Collaborate with, and support, other professionals in carrying out Outsourced Event's work.
6. Build professional reputations on the merit of services and refrain from competing unfairly with others.
7. Recognise that the chief function of Outsourced Events at all times is to serve the best interests of its constituency.
8. Accept as a personal duty the responsibility to keep up-to-date on emerging issues and to conduct themselves with professional competence, fairness, impartiality, efficiency and effectiveness.
9. Respect the structure and responsibilities of the Board of Directors, provide them with facts and advice as a basis for their making policy decisions, and uphold and implement policies adopted by the Board of Directors.
10. Keep the community informed about issues affecting it.
11. Conduct organisational and operational duties with positive leadership exemplified by open communication, creativity, dedication and compassion.
12. Exercise whatever discretionary authority they have under the law to carry out the mission of the company.
13. Serve with respect, concern, courtesy and responsiveness in carrying out the company's work.
14. Demonstrate the highest standards of personal integrity, truthfulness, honesty and fortitude in all activities in order to inspire confidence and trust in such activities.
15. Avoid any interest or activity that conflicts with the conduct of their official duties.
16. Respect and protect privileged information to which they have access in the course of their official duties.
17. Strive for personal and professional excellence and encourage the professional developments of others.

DATE OF ISSUE OF POLICY: November 2020

Board of Directors, Outsourced Events Ltd