

APCO Member Charter

1 Purpose

The purpose of this APCO Member Charter is to document the standard of conduct and ethics required by Members of the Australian Packaging Covenant Organisation Ltd. (**APCO**).

APCO is subject to, inter alia, the ACNC Act, the Tax Act, the Corporations Act 2001 (Cth) its Constitution, By-laws and this APCO Member Charter (**Charter**). If there is any conflict between this Charter and the Constitution, the Constitution prevails.

Capitalised terms in this Charter have the same meaning as given to them in the Constitution.

2 Background

The public charitable purpose of APCO is to pursue its Objects (as defined in clause 5.2 of the Constitution) inclusive of, amongst other things, to promote sustainable packaging to achieve a reduced impact on, conserving and protecting the natural environment.

Membership of APCO and being a signatory of the Australian Packaging Covenant (**Covenant**) carries with it a degree of public responsibility and accountability.

APCO adheres to an ethical approach for not-for-profit governance. Accordingly, membership of APCO carries with it the responsibility to maintain high ethical standards expected of Australian not-for-profit governance.

This Charter sets out the ethical principles APCO endorses and the standards that are expected of its Members.

3 Members Ethics & Conduct

Every Member of APCO is expected to comply with this Charter. A Member should at any given time, comply with the following standards of ethics and conduct:

3.1 Integrity & Commitment

(a) Ethics

Each Member, in all business conducted as a Member of APCO; shall promote the interests of APCO.

(b) Conduct

Each Member of APCO will at all times:

- (i) properly manage any conflict with the interests of APCO;
- (ii) act honestly and in good faith;
- (iii) not take improper advantage of its membership with APCO.

3.2 Compliance

(a) Ethics

Each Member will observe the provisions of this Charter and adhere to ethical principles of not-for-profit governance.

(b) Conduct

Each Member will at all times:

- (i) observe the provisions of the Constitution, the By-laws, and APCO's policies
- (ii) comply with all relevant legislation; and,
- (iii) comply with the spirit, as well as the letter, of the law and with the principles of this Charter.

3.3 Community

(a) Ethics

Each Member will treat other Members and the staff, office-bearers, and clients of APCO with respect.

(b) Conduct

Each Member will at all times:

- (i) oppose prejudice, address disadvantage, and promote diversity in all aspects of APCO and its membership;
- (ii) treat other Members and the staff, officer-bearers, clients and the community of APCO with courtesy and respect; and,
- (iii) act fairly and reasonably.

3.4 Reputation & Mission

(a) Ethics

Each Member will not act as to bring APCO or its mission into disrepute.

(b) Conduct

Each Member will at all times:

- (i) not engage in conduct likely to bring discredit upon APCO;
- (ii) not offer bribes, gifts or favours to any person to procure advantage for themselves or any other person;
- (iii) not hold itself out to represent the opinions or views of APCO, the Board and/or the Directors; and,
- (iv) maintain the integrity, confidentiality and privacy of APCO's records and information to which it has access in the course of its membership.