

## ARA MEMBER CODE OF CONDUCT

The ARA is committed to upholding standards of professionalism, fairness and integrity in the rail industry. Our members are expected to uphold these standards within their own operations to support a strong, safe and sustainable industry that meets community expectations. Our Code of Conduct outlines the standards of behaviour agreed to by our members. Compliance with the Code is a requirement of ARA membership.

### Upholding industry standards

We are committed to upholding the highest industry standards and fostering a culture of continuous improvement within the rail industry. Our members will comply with legal and regulatory requirements relevant to their operations and ensure a strong focus on safety in all that they do. ARA members will:

- Act with honesty, integrity and fairness in the course of their operations;
- Carry out their operations in accordance with applicable laws, regulations and industry standards;
- Work safely, showing their commitment to best practice safety management and improved safety standards;
- Support the continuous improvement of the industry, including by working to exceed industry standards in their operations;
- Support the sustainable development of the industry and community; and
- Uphold a work culture that supports the development of their people to ensure a strong and diverse workforce

### Contributing to the ARA's activities

The ARA provides a wide range of opportunities for members to engage with its activities. We encourage collaboration and partnership with our members to advance issues of importance to the industry. When contributing to the ARA's program of work, members will:

- When participating in the ARA's committees and working groups, adhere to their terms of reference and any other obligations agreed by committee or working group members;
- Support the best interests of the ARA and the rail industry when taking part in ARA activities and initiatives;
- Contribute to the promotion of the industry and uphold appropriate standards of behaviour when participating in ARA events;
- Provide timely, relevant and accurate information when contributing to the ARA's research and advocacy program to support the advancement of the industry; and
- Uphold the ARA's values when working with the ARA or representing its committees, working groups or projects.

## Representing the ARA

Members may work with the ARA to support its advocacy agenda on the industry's behalf from time to time. The ARA will proactively seek the contributions of industry stakeholders in the course of this work. Members must not:

- Falsely represent their personal or organisation's views as those of the ARA; and
- Represent ARA membership as an endorsement of members' business activities.

## Member misconduct

There may be times when we need to address member behaviours that are inconsistent with the values and standards upheld by the ARA. If a member acts in a way that is non-compliant with the Code of Conduct, this may result in censure, suspension or expulsion from the ARA membership. Behaviours that may result in censure, suspension or expulsion from the ARA include:

- Conduct that is unlawful, improper or unethical;
- Actions that bring the industry or the ARA into disrepute; and
- Conduct that does not support the values of the ARA.

## Compliance and confidentiality

ARA members should comply with the Code and the spirit of the Code. Members will be required to confirm their commitment to abide by the Code of Conduct upon application to become a member and as part of the membership renewal process each year.

Members will also ensure information provided by the ARA as part of their engagement in committees, working groups or other ARA activities will be kept confidential as required and will not be used by members for improper purposes.

## Conflicts of interest

Should members identify a conflict of interest in their activities as members of the ARA, they will disclose the conflict to the ARA Company Secretary in writing. The ARA will work with the member to address the conflict of interest appropriately.