

# EXPECTATION OF PROFESSIONAL BEHAVIOUR

## SCOPE

This document applies to everyone who interacts with the Monash University ('us', 'our' or 'we') community.

Whilst there are approved policies and procedures that govern conduct of staff, those with formal visitor agreements and affiliate agreements, we also expect the highest standards of professional behaviour from everyone who engages with us, including our visitors, industry partners and service providers.

These expectations of professional behaviour extend to all places and situations including visiting one of our national or international locations, or attending a social or work function or event hosted by us.

## OVERVIEW

Our community comes from diverse backgrounds and we embrace this diversity in our ambition to be excellent, international, enterprising and inclusive. We all have the right to participate in a safe environment that respects the human rights of each individual. In promoting equal opportunity, inclusion, respect and integrity, we expect you to act ethically, fairly, transparently and with generosity of spirit throughout your period of work, study or wider participation in our community.

Regardless of the nature of your engagement with us, we expect the highest standard of professional behaviour from everyone who interacts with our community.

### 1. Ethical conduct

We expect you to follow and practice the University's ethical principles in your actions, communications and work or study activity as detailed in the [Ethics policy](#). This includes (but is not limited to):

- challenging yourself when resolving ethical questions in evaluating what is right (ethical) and wrong (unethical);
- treating others with honesty, fairness, mutual respect and being responsible in the exercise of power;
- valuing freedom of thought and of expression; and
- acknowledging your responsibility to treat both people and animals humanely and ethically.

### 2. Behaviours in our community

We expect you to create respectful, professional relationships with our community. Your interactions with others should always be courteous, respectful and free from unacceptable behaviour. It is how your behaviours are perceived by others not how they are intended by you that is important.

We will not tolerate any behaviour that discriminates, harasses (including sexually harasses), bullies, vilifies, victimises, causes (or threatens) violence towards another person based on actual or perceived age, race, sex, gender identity, sexual orientation, religion, disability, parental or carers status, or any other attribute protected by law.

You must be free from impairment – for example by alcohol, drugs, fatigue or medical conditions – which compromises your ability to engage safely with our community and which may risk the health and safety of yourself or others. Refer to the [Behaviours in the Workplace procedure](#) for further information.

### 3. Relationships with students

Where your time with us includes interactions with students, you are responsible for building relationships with students based on mutual respect and trust. During your interactions, you will not:

- pursue or reciprocate intimate relationships (sexual or romantic) with a student;
- use force or threats (implicit or explicit), intimidation or other similar behavior to persuade or pressure a student to do something they are unwilling to do;
- make use of a situation or treat students unfairly in order to gain an advantage or benefit, whether for yourself or others; or
- engage in conduct towards a student which is unreasonable or unwelcome, and could reasonably be expected to make the student feel offended, humiliated or intimidated.

Obligations of academic staff and students is covered in detail in the [Staff and Students Personal Relationships procedure](#).

## REPORTING UNACCEPTABLE BEHAVIOUR

Where you experience or witness behaviours which do not align with this statement we encourage you to seek support, advice, referrals or report unacceptable behaviour affecting you or another person at the University.

Where the University deems that your behaviour has not been consistent with this statement of expectations, the University reserves the right to remove your access to the University environment and engagement with the University community.

Contact	Need/Purpose
Emergency Services (Dial 000 for immediate assistance)	In emergency situations
Campus Security (+61 3 9905 3333 or ext 333 from a Monash phone)	Where swift attendance is required on campus
Safer Community Unit (+61 3 990 51599 or safercommunity@monash.edu)	For disclosures, reporting of concerning and threatening behaviours, and referrals to services within and outside the University
Manager, Ethical Conduct ( <a href="mailto:ethical.conduct.queries@monash.edu">ethical.conduct.queries@monash.edu</a> or 03 9902 4945)	For advice, or to report, unacceptable behaviours, and referrals to approved University services
Manager, Respectful Communities, Campus Community Division, ( <a href="mailto:respectful-communities@monash.edu">respectful-communities@monash.edu</a> or 03 9905 9499)	For advice regarding unacceptable behaviours by students, and referrals to approved University services
<a href="#">SARAH</a> (safety and risk hub for incident reporting)	Online system for reporting unacceptable behaviours and hazards for escalation to the Manager, Ethical Conduct for resolution (including investigation)

## GOVERNANCE

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