



RAMJO
Riverina & Murray Joint Organisation

October 2026

Code of Conduct

Version	1
Responsible Officer	Executive Officer
Review Timeframe	Four years or earlier if legislative or operational requirements change.
Effective Date	16 October 2026
Related documents	NSW Model Code of Conduct (2020) NSW Model Code Procedures RAMJO Public Interest Disclosure (PID) Policy RAMJO Fraud and Corruption Control Policy Local Government Act 1993 (NSW) RAMJO Procurement Procedure

Purpose

The purpose of this policy is to confirm adherence to the NSW Model Code of Conduct (2020) to:

- Establish standards of behaviour expected of RAMJO officials.
- Promote ethical decision-making.
- Support good governance and accountability.
- Manage conflicts of interest.
- Protect the reputation and integrity of RAMJO.
- Provide a framework for addressing alleged breaches of conduct.
- Ensure compliance with relevant legislation, regulations and policies.

Scope

This policy applies to:

Board Members

- Voting Board Members.
- Alternate Board Members.
- Non-voting representatives.

Staff

- Executive Officer.
- Permanent employees.
- Temporary employees.
- Casual employees.

Other Personnel

- Contractors.
- Consultants.
- Volunteers.
- Committee and working group members.
- Any person acting on behalf of RAMJO.

Guiding Principles

All RAMJO officials must:

- Act in the public interest.
- Act honestly and ethically.
- Exercise due care and diligence.
- Treat all persons with respect and courtesy.
- Support lawful and transparent decision-making.
- Promote regional cooperation.
- Avoid actual, perceived and potential conflicts of interest.
- Use public resources responsibly.
- Maintain confidentiality where required.

Standards of Conduct

Integrity and Ethical Behaviour

Officials must:

- Act honestly and impartially.
- Not misuse their position.
- Not improperly influence decision-making.
- Not engage in conduct that could bring RAMJO into disrepute.
- Comply with all applicable laws and policies.

Respectful Workplace Behaviour

Officials must:

- Treat others with dignity and respect.
- Promote an inclusive work environment.
- Not engage in bullying, harassment, discrimination or victimisation.
- Support workplace health and safety obligations.

Professional Conduct

Officials must:

- Maintain professional standards.
- Act cooperatively and constructively.
- Perform duties efficiently and responsibly.
- Follow lawful and reasonable directions.

Conflicts of Interest

General Requirement

Officials must identify, disclose and appropriately manage:

- Pecuniary interests.
- Non-pecuniary interests.
- Actual conflicts.
- Potential conflicts.
- Perceived conflicts.

Disclosure

Officials must:

- Declare interests as soon as they become aware of them.
- Complete required disclosure forms.
- Refrain from participating in matters where required.

Board Meetings

Board Members must comply with legislative obligations concerning disclosures and management of interests during Board meetings.

Gifts, Benefits and Hospitality

Officials must not:

- Seek gifts or benefits.
- Accept gifts that could influence decision-making.
- Accept benefits that create an actual or perceived conflict.

Use of RAMJO Resources

Officials must:

- Use RAMJO resources only for authorised purposes.
- Protect RAMJO assets.
- Ensure value for public money.
- Avoid waste, fraud or misuse of resources.

Resources include:

- Information technology.
- Vehicles and equipment.
- Financial resources.
- Intellectual property.
- Records and information.

Information Management and Confidentiality

Officials must:

- Protect confidential information.
- Comply with privacy obligations.
- Maintain accurate records.
- Use information only for authorised purposes.

Officials must not:

- Disclose confidential information without authority.
- Use confidential information for personal gain.
- Share information that may harm RAMJO or stakeholders.

Public Statements and Social Media

Officials must:

- Communicate professionally.
- Distinguish personal opinions from official RAMJO positions.
- Comply with media and communications protocols.

Officials must not:

- Make misleading statements.
- Release confidential information.
- Damage RAMJO's reputation through public commentary.

Fraud, Corruption and Improper Conduct

RAMJO has zero tolerance for:

- Fraud.
- Corruption.
- Bribery.
- Maladministration.
- Serious and substantial waste.
- Misuse of public resources.

Officials must report suspected wrongdoing in accordance with RAMJO's Public Interest Disclosure Policy.

Public Interest Disclosures

Officials are encouraged to report wrongdoing.

RAMJO will:

- Support and protect disclosers.
- Manage disclosures confidentially.
- Investigate matters appropriately.
- Prevent reprisal action.

Mandatory Training

All officials covered by this Code must complete:

- Code of Conduct training.
- Public Interest Disclosure training.
- Ombudsman NSW PID e-learning training.
- Conflict of Interest training.
- Cyber Security Awareness training.
- Workplace Respect training.

Training must be completed on induction and thereafter as required.

Reporting Breaches

Alleged breaches may be reported to:

- Executive Officer.
- Chairperson.
- Appropriate external authority where required.

Reports may be made confidentially.

Investigation of Complaints

Complaints will be assessed in accordance with:

- RAMJO Code of Conduct Procedures.
- Relevant legislation.
- Principles of procedural fairness.

Consequences of Breaches

Breaches may result in:

- Counselling.
- Additional training.
- Formal warning.
- Restriction of responsibilities.
- Referral to external agencies.
- Disciplinary action.
- Contract termination where applicable.

Roles and Responsibilities

Board

Responsible for:

- Adopting and reviewing this Code.
- Promoting ethical governance.

Chairperson

Responsible for:

- Leadership and governance oversight.

Executive Officer

Responsible for:

- Implementation of the Code.
- Training and awareness.
- Complaint management.

All Officials

Responsible for:

- Understanding and complying with this Code.
- Reporting suspected breaches.
- Acting consistently with RAMJO values.