

Code of Conduct

The National Kitchen and Bathroom Association (NKBA) strives to recognise and promote excellence and set best practice industry standards and therefore safety, quality and professionalism are the driving forces behind all our operations. We conduct ourselves with integrity, are fair and honest in our dealings and treat others with dignity and respect.

This Code of Conduct outlines the standards of behaviour that NKBA expects from everyone who works for us and everyone we work alongside, including NKBA employees, contractors, members, and students. Our Code of Conduct is a guide for all of us in the way we do business. It applies anywhere you are engaged in NKBA-related business, including meetings, events, and courses, whether in person or online.

Duty of Care

At NKBA we respect the law of New Zealand and act accordingly. We adhere to standards of behaviour which encourage a safe, supportive, and productive work environment. We all share the commitment to promoting the general wellbeing of individuals in the workplace and the community.

You are expected always to take all practical steps to ensure your own safety and to ensure that you do not harm anyone else, property or the environment through your actions or failure to act. When engaged in NKBA business or events, you must:

- Comply with all NZ legislation
- Comply with all NKBA policies and procedures
- Obey all instructions, signs and rules, including those of our hosts
- Never engage in activities that will bring NKBA's or our host's good name into disrepute
- Comply with the NKBA Alcohol and Drug Policy (in accordance with NZ legislation).

Failure to observe this Code of Conduct will be regarded as misconduct and we will seek to address this with you in a manner that is reasonable in the circumstances. This may include disciplinary action or dismissal for an employee, termination of membership for a member, referral to the BCITO Training Advisor for a student of NKBA, or termination of a contract for an independent contractor.

NKBA will not tolerate retaliation or discrimination against anyone for reporting a Code of Conduct breach or concerns about behaviour. In reporting or raising any concerns you should be mindful of confidentiality and consider the safety and mental wellbeing of everyone involved.