



Code of Conduct

Introduction

This Code of Conduct outlines the ethical standards, responsibilities, and expected behaviours for all individuals when they are acting on behalf of Petersfield Climate Action Network (PeCAN).

Its purpose is to ensure the charity operates with integrity, promotes environmental stewardship, and fosters a safe, respectful, and inclusive environment for all stakeholders.

Scope

This Code applies to:

- Trustees
- Staff
- Volunteers and interns
- Contractors, consultants, and external partners

Core Values

Our actions are guided by the following core values:

1. Integrity, honesty, transparency, and accountability in all actions.
2. Sustainability: Committed to best environmental practices that protect biodiversity and natural resources.
3. Respect: Fair treatment of all people, communities, and species, recognizing diverse perspectives.
4. Social Responsibility: Promoting Trust, equality, inclusion, and committed to effective environmental impacts.
5. Professionalism: Collaborative and evidence based demonstrating Competence and responsibility in all activities.

Expected Behaviours

All involved in PeCAN activities are expected to:

- Act in accordance with the charity's mission and environmental objectives.
- Comply with all relevant laws, regulations, and internal policies.
- Treat colleagues, beneficiaries, partners, and the public with respect and fairness.
- Promote collaboration, openness, and constructive communication.
- Use charity resources responsibly and sustainably.
- Avoid conflicts of interest and disclose any potential conflicts promptly.
- Participate in training, workshops, and meetings as required.



- Report any unethical behaviour, breaches of this Code, or concerns to any Trustee or the designated safeguarding officer promptly.

Unacceptable Behaviours

All involved in PeCAN activities must not:

- Engage in harassment, discrimination, or offensive conduct or behaviour.
- Exploit their position for personal gain.
- Share confidential information without proper authorisation.
- Develop inappropriate relationships when representing the charity.
- Misuse charity funds, assets, or environmental resources.

Environmental Commitment

As an environmental charity, all involved in PeCAN activities must seek to:

- Integrate sustainable practices into daily operations and decision-making.
- Minimise energy use, waste, and environmental impact.
- Support initiatives to reduce our carbon footprint in programmes, travel, and procurement.
- Respect local ecosystems and communities when planning projects or interventions.
- Identify and report opportunities for improving environmental performance and sustainability practices.

Governance and Accountability

- Trustees, Staff, Volunteers, contractors and external consultants must demonstrate high ethical standards and ensure the Code is actively applied.
- All have a duty to report concerns; whistle-blower protections will be respected.
- Breaches of this Code will be investigated and may lead to disciplinary measures, including removal from roles.
- Periodic review of the Code will ensure it remains relevant and aligned with best practices.

Implementation

- All Trustees, Staff, Volunteers, contractors and external consultants will be made aware of the PeCAN Code during induction or onboarding.
- The Code will be accessible on the charity's website and relevant internal and external technology platforms (i.e. Better Impact).
- Periodic updates and /or reminders will be made to reinforce the understanding and application of the Code.



- Staff and volunteers will be encouraged to provide feedback on the Code and suggest improvements.

Review

This Code of Conduct will be reviewed by the Trustees every three years to reflect evolving ethical standards, environmental best practices, and stakeholder feedback.

Effective Date:

10th September 2026

Next Review: 10th September 2029