

Code of Ethics and Conduct

Background

- A. AIDN's primary goals are to maximise Defence and National Security (DNS) sector business for small and medium enterprises, support AIDN Members ("Members") and their membership as they strive to meet their objectives, and thereby to help develop and maintain a sustainable, vibrant defence industry in Australia.
- B. This Code of Ethics and Conduct ("**Code**") reflects the common desire of AIDN Members to do business within the defence sector without compromising basic principles of ethics and integrity in the way in which that business is done.
- C. The AIDN Executive Committee and Administrative Staff, in accepting and discharging the duties of their office, undertake to abide by this Code.
- D. Each AIDN Member is similarly expected to abide by the Code in their dealings with other members and in their business activities generally.

Fundamental principles

- 1. AIDN recognises that each Member's first responsibility is to their own business. The manner in which a Member deals, in the course of its business, with other Members, as well as Government, competitors, business partners, sub-contractors and suppliers is however of significant if not equal importance.
- 2. In all such dealings AIDN Members will, at all times, act:
 - 2.1. ethically, honestly and in good faith;
 - 2.2. with fairness, openness and transparency; and
 - 2.3. in compliance with this Code.
- 3. AIDN Members will neither engage in, nor condone or accept practices, that involve:
 - 3.1. misrepresentation, misleading or deceptive conduct, whether as to capabilities or otherwise;
 - 3.2. breaches or misuse of other party's confidential information or intellectual property rights;
 - 3.3. unconscionable, oppressive or anti-competitive conduct;
 - 3.4. acting in a conflict-of-interest situation, without disclosing such conflict to all parties;
 - 3.5. sharp commercial practices particularly towards SMEs, being practices that, while not illegal, are potentially dishonest, unethical or involve dishonourably taking advantage of market position; and
 - 3.6. excessive uninvited marketing approaches to Members, including the sending of any unsolicited marketing e-mails without the express prior permission of the recipient.
- 4. Members will support to the best of their abilities, the good standing and reputation of AIDN and its efforts to promote the interests of all Members in winning Defence work.
- 5. Members will co-operate and collaborate with each other wherever possible and appropriate.
- 6. Members will support AIDN in its initiatives, including utilised through Government funding, to improve the productivity, skills and innovative capabilities of the Australian defence industry as a whole.
- 7. Members will use their best endeavours to ensure that all of their memberships also abide by this Code.

If advice or clarification is needed concerning this Code, or Members have suggestions for improvement, please email administration@aidn.org.au.