



## Volunteer Code of Conduct

This Code of Conduct applies to all volunteers at Thoughtful Foods.

1 Thoughtful Foods expects all volunteers to conduct themselves in a manner that observes both honesty and integrity.

2 Volunteers are expected to be respectful of and polite to all other volunteers, members, and shoppers.

3 Volunteers are to follow all relevant food safety guidelines and WHS standards and procedures. This includes but is not limited to being clean; wearing gloves when handling food with their hands; wearing enclosed footwear; and tying hair back. Volunteers are to wash their hands on commencing their shift and as necessary.

4 Volunteers are expected to be in a fit state when engaging in any volunteer work for the co-op. This includes being fit enough and well enough to do their tasks. Volunteers should notify the Volunteer coordinator as soon as possible when they are unwell so a replacement can be organised. Volunteers must not be under the influence of alcohol or illegal drugs while engaging in any work for the co-op. This includes the misuse of medicines prescribed by a doctor or available from a pharmacy.

5 Volunteers are expected to observe the Safer Spaces Policy, specifically to be accepting of others' differences and not discriminate against others.

6 Thoughtful Foods encourages individual and group initiative, but requests that all volunteers consult with and gain the approval of the coordinators and/or directors to ensure the task and/or activity they wish to undertake fits within the co-op's objectives, policies and WHS standards and procedures.