



## NOSIPHO COMMUNITY FOUNDATION VOLUNTEER'S CODE OF CONDUCT

### Mutual Respect & Self Respect

- Respect for dignity: eliminate all forms of offensive language and behavior.
- Be honest and sincere: share and welcome direct constructive feedback.
- Appreciate one another.
- Get to know each other and act as one team.
- Interact spontaneously, not only when we discuss work issues.
- Earn respect by living out our commitment to quality in all we do.
- Ask ourselves whether we are adding value, creating solutions or whether we are busy making excuses, defending, wasting effort and time.
- Ensure no form of sexual harassment is practiced by yourself or fellow Volunteers.
- No Volunteer/Needy/destitute romantic relationship will be **accepted**.

### Mutual Support

- Cover all responsibilities.
- Stand in for one another/admit limitations and call for help.
- Share knowledge: do not be knowledge thieves.
- Create a "Community of happiness and harmony", bound together by our drive to realize our Future is in our hands.
- Do not spring surprises on each other.
- Assume accountability for overall success.
- Accept responsibility for wrong and right things. Do not blame, unite in solving the problem and add value.
- Accept all current organizational members. Don't compare with previous people.
- Focus on the future and make sure we learn from mistakes done in the past.
- Do not sabotage ourselves by sacrificing quality or by taking short-cuts/stealing/wasting time, effort, material from the organization.

### Integrity

- Organizational working ethics
- Sincerity
- Transparency
- Honesty

### Attendance

- Be punctual and attend the whole session.
- If for any reason you can't attend please make sure that you communicate with relevant people so that you can be excused.
- Please make sure that you are on the register each time you come at NCFoundation.
- Kick out report is final and will not be negotiated.

### Partner Organizations

- In any event where our partner organizations host our volunteer and and needy/destitute persons, Volunteer/Needy/destitute relationship will not be promoted.
- Respect and adding value will be appreciated on all the events.
- Communication with all the relevant people and update change in schedules will be promoted.

**I AGREE TO THE ABOVE CODE OF CONDUCT. NAME:..... SIGNATURE:.....**

