



Australian Defence Force Cadets

Adult Code of Conduct Statement

The Australian Defence Force Cadets (ADF Cadets) is a youth development program sponsored by the Department of Defence. It strives to foster a safe, healthy and productive environment to which all members are proud to belong.

The ADF Cadets – Code of Conduct (Adults) outlines the standards of behaviour required of all adults associated with the ADF Cadets.

The Code of Conduct is based on the ADF Cadets Youth Safe Behaviours (Adults) policy and Youth Safe Behaviours (Adults) Protocol in Youth Policy manual (YOUTHPOLMAN) Part 2, and applies to Officers and Instructors of Cadets, cadets over the age of 18 years, Defence Approved Helpers, and Defence personnel performing ADF Cadets duties.

Expected Behaviours

All adults subject to this Code of Conduct are required to:

- comply with all applicable Commonwealth, state and territory laws; relevant Defence and ADF Cadets policies and all lawful and reasonable directions
- behave with honesty and integrity
- behave in a responsible and transparent manner, including reporting promptly and appropriately all incidents, allegations, or suspicions of any form of misconduct or abuse;
- take all reasonable steps to ensure that young people participating in the ADF Cadets program are protected from any form of abuse, harm or neglect including but not limited to indecent and inappropriate conduct, exposure to alcohol, prohibited substances or age inappropriate materials, or grooming for the intent of adult sexual gratification
- ensure, whenever possible and so far as reasonably practicable, that young people participating in the ADF Cadets activities are not left alone with an adult
- ensure all adult interactions with young people whether during or outside ADF Cadets activity contact hours are appropriate and transparent. Including but not limited to, not engaging in inappropriate conversations, personal correspondence including electronic communication, unwarranted and inappropriate touching and discouraging and rejecting any advances of a sexual nature initiated by a young person,
- not use the program to promote personal beliefs, behaviours or practices
- take reasonable care in undertaking duties and conducting activities
- use Commonwealth and cadet unit property and resources in an appropriate manner
- avoid any behaviour or activity that may lead to unsuitability to work with young people
- treat everyone with respect and courtesy regardless of their age, gender, ability, race, cultural background, religious beliefs or sexual identity
- use or disclose personal information concerning a young person only in accordance with the Privacy Act 1988 and relevant mandatory reporting obligations





- obtain the informed consent of a young person and their parent/guardian in connection with the taking of imagery of the young person by photograph or film, and create only imagery that depicts the young person in an appropriate manner

Acknowledgement

I, have read and acknowledge my understanding of the ADF Cadets Adult Code of Conduct. I understand that:

- It is my responsibility to abide by this Code of Conduct at all times
- I will uphold and demonstrate the highest standards of moral and ethical behaviour
- I acknowledge that failure to comply with the Code of Conduct may result in, where applicable:
 - administrative or disciplinary action under the *Defence Force Discipline Act 1982* for Defence members;
 - administrative or disciplinary action under the *Public Service Act 1999* for Defence APS employees;
 - cancellation of my acceptance as a ADF Cadets volunteer member, or administrative action as a volunteer; and/or
 - a report being made to the police and/or relevant child and youth protection authority.

_____	____/____/____
Signature of adult	Date
_____	____/____/____
Witness Signature	Date

