



# PNGEITI MSG Members Code of Conduct

Dated 3<sup>rd</sup> January, 2017

PNG EITI MSG members adopted the Code of Conduct on 31 December, 2016.

This Code of Conduct applies to all MSG members, their alternates and observers of the PNGEITI MSG.

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## **1. Scope**

All PNGEITI MSG Members, their alternates and observers referred to as “PNGEITI appointed members” shall abide by this Code of Conduct.

## **2. Personal behavior, integrity and values**

A PNGEITI MSG Member shall observe the highest standards of integrity and ethical conduct and shall act with honesty and propriety. The personal and professional conduct of the MSG member should, at all times, command respect and confidence in his or her status as representing an initiative that promotes international standard for transparency and accountability and should contribute to good governance in the extractive sector.

A PNGEITI MSG Member should dedicate himself or herself to be leading by example and should represent the interests and mission of the EITI in good faith and with honesty, integrity, and reasonable competence in a manner that preserves and enhances public confidence in their integrity and the integrity of the EITI, and in ensuring that his or her representation as a MSG member remains in good standing at all times.

## **3. Compliance**

A PNGEITI MSG Member shall discharge his or her duties to the EITI in compliance with applicable PNG laws and regulations and with the EITI rules, principles, interests and objectives.

#### **4. Respect for others**

A PNGEITI MSG Member will respect the dignity and private lives of others and exercise proper authority and good judgement in his or her dealings with colleagues, members of other EITI bodies, staff members, the general public, social media and anyone whom he or she comes in contact with during the discharge of his or her duties to the EITI or his or her respective organisation or entity.

#### **5. Professionalism**

A PNGEITI MSG Member should perform his or her assigned duties in a professional and timely manner and should use his or her best efforts to regularly participate in professional development activities.

#### **6. Discrimination**

A PNGEITI MSG Member shall not engage in or facilitate any discriminatory or harassing behavior directed toward anyone whom he or she comes in contact with during the discharge of his or her duties to the EITI.

#### **7. Confidentiality**

A PNGEITI MSG Member shall not use any information that is provided in his or her role as a MSG Member and which is not already in the public domain in any manner other than in furtherance of his or her duties. A MSG member shall continue to be bound by this obligation for at least two years after termination of their mandate.

#### **8. Conflict of interest and abuse of position**

A PNGEITI MSG Member shall at all times act in the best interest of the PNGEITI and not for interests such as personal and private benefits or financial enrichment.

A MSG Member shall avoid conflicts of private interest. For the purposes of this Code, a conflict of interest is a situation or circumstance in which interest of a MSG Member may influence or may influence the objective and impartial performance of his or her official EITI duties. In this regard, private interests include any advantage for themselves, their families, organization they represent or for personal acquaintances.

A MSG Member finding himself or herself in such a situation must excuse himself or herself and inform the PNGEITI MSG, the National Secretariat of the recusal. For MSG Members, the rules established in Article 5.6 of the EITI Articles of Association apply.

Specifically, a MSG member shall follow these guidelines:

- Avoid placing (and avoid the appearance of placing) one's own self-interest or any third-party interest above that of the EITI; while the receipt of incidental personal or third-party benefit may necessarily flow from certain EITI-related activities, such benefit must be merely incidental to the primary benefit to the EITI and its purposes. Any per diems set, paid or obtained should be based on reasonable actual costs and good national practice.

- Refrain from overstepping the conferred powers. A MSG member shall not abuse EITI office by improperly using PNGEITI or the EITI staff, services, equipment, resources, or property for personal or third-party gain or pleasure; MSG member shall not represent to third parties that his or her authority as a MSG Member extends any further than that which it actually extends.
- Do not engage in any outside personal activities or knowingly make public statements in the social media or on any public gathering that causes material damage to the reputation, principles, aims and objectives of EITI implementation or that could, directly or indirectly, materially adversely affect EITI implementation in PNG.

## **9. Implementation**

The PNGEITI National Secretariat is responsible for making MSG Members familiar with this Code of Conduct and for providing advice and, if required, training on the interpretation and implementation thereof. The MSG are also responsible for ensuring that they understand and are familiar with this Code upon appointment to the PNGEITI MSG.

## **10. Reporting**

Any MSG Member with a concern related to the interpretation, implementation or potential violation of this Code of Conduct shall bring such issues to the attention of the full PNGEITI MSG immediately. Where matters are brought to the attention of the MSG, the MSG will consider the circumstances and determine whether action is necessary in accordance with the EITI International Principles, Standards and Requirements. Any MSG member who is uncomfortable to raise any such concerns with the PNGEITI MSG may bring his or her concerns to the attention to the PNGEITI MSG through its stakeholder representative and the Chairman.