



North Northants Social Enterprise Network

connecting, supporting, promoting

NNSE Members Code of Conduct

The North Northamptonshire Social Enterprise (NNSE) is committed to maintaining a positive and respectful environment for all members and volunteers involved in our activities. This code of conduct outlines the procedures and consequences for addressing misconduct or breaches of conduct within NNSE.

The purpose of this code is to:

- Define expectations of behaviour for all NNSE members and volunteers.
- Provide a framework for addressing instances of misconduct or breaches of conduct.
- Ensure fairness and consistency in disciplinary procedures.

Scope:

This code applies to all members and volunteers of NNSE, including those participating in online and face-to-face events hosted by the organisation.

Expected behaviour: All members and volunteers are expected to:

- Treats others with respect, courtesy, and professionalism.
- Abide by NNSE's mission and values, promoting social enterprises and sustainable business practices.
- Adhere to NNSE's policies and procedures, including code of conduct for events.

Disciplinary procedures:

Reporting misconduct: Any member or volunteer who witnesses or experiences misconduct by another member or volunteer should report the incident to NNSE leadership as soon as possible.

Investigation: Upon receiving a report of misconduct, NNSE leadership will conduct a thorough investigation to gather relevant information and evidence.

Action: Depending on the severity and nature of the misconduct, disciplinary action may include...

- Verbal warning – informal discussion with the individual to address the behaviour and provide guidance or expected conduct.
- Written warning – formal written notice outlining the misconduct and consequences for future

violations.

- Suspension: temporary removal of the individuals privileges or participation in NNSE activities.
- Termination: permanent removal of the individuals membership.

Appeal process: Individuals who are subject to disciplinary action have the right to appeal the decision. Appeals should be submitted in writing to NNSE leadership within a specified time/

Confidentiality:

NNSE will handle all disciplinary matters with discretion and confidentiality respecting the privacy of the individual involved. Information related to the disciplinary proceeding will only be shared with relevant parties on a need-to-know basis.

Review and revision:

The policy will be reviewed periodically to ensure its effectiveness and relevance to NNSE's operations and objectives.