

Shire of Cocos (Keeling) Islands

Code of Conduct and Integrity

Version 1.0 | Effective: 8 July 2025

Overview

This Code of Conduct and Integrity was established by the Public Sector Commissioner under section 20 of the *Public Interest Disclosure Act 2003 (WA)*. It has been in operation since 1 July 2003.

The Code applies to all Public Interest Disclosure Officers (PID Officers), as well as any person who receives a disclosure made under the PID Act, including officers of the Shire of Cocos (Keeling) Islands.

Compliance with this Code is mandatory.

Ethical Framework

The Code is based on the ethical principles outlined in the Western Australian Public Sector Code of Ethics, which include:

- Personal Integrity
- Relationships with Others
- Accountability

Minimum Standards of Conduct and Integrity

Any person receiving a public interest disclosure must:

- Be professional and courteous to all individuals involved in a disclosure and respond promptly to all lawful requirements.
- Not use any information or circumstances connected with a disclosure for personal gain or advantage.
- Take all reasonable steps to protect informants in accordance with the protections provided under the PID Act.
- Take all reasonable steps to protect individuals who are the subject of a disclosure, ensuring they are treated fairly and lawfully.

- Maintain accurate records that ensure all actions taken in relation to a disclosure are transparent and reviewable.
- Declare any conflicts of interest in writing to an appropriate person, where those interests may affect impartiality in receiving or processing disclosures.
- Report any suspected or actual corrupt behaviour immediately to an appropriate authority.
- Provide clear information to the informant about their rights, responsibilities, and the possible consequences of making a disclosure.

Source

Adapted from the Public Sector Commission – Code of Conduct and Integrity under the PID Act.