

NFHS – Code of Ethics

The Newcastle Family History Society is a non-profit society which exists to assist its members and others researching their family history.

The society and its members are conscious that collection, collating and sharing information about people, living and deceased, is an essential element of family history.

Responsible family historians respect the law and the feelings of others and will always:

- Seek by all reasonably available means to inform themselves about the legal principle governing the protection of copyright and of personal privacy
- Be sensitive to the hurt that revelations of criminal, immoral, bizarre or irresponsible behaviour may bring to family members
- Inform people who provide information about their families of the ways it may be used, carefully recording and observing any conditions they may impose about the use of it

NFHS - Code of Ethical Behaviour

Procedures to resolve concerns considered to be unacceptable or unjustified:

If you consider a member's behaviour means your enjoyment of the Society's resources is considerably diminished, and their behaviour is unacceptable or unjustified, then you are encouraged to discuss your concern(s) calmly and factually with the other member(s).

If the other person(s) refuses to discuss the matter, then

- Speak to a member of the management committee
- Put your concern(s) in writing to the member(s) concerned, outlining your legitimate concern, highlighting the diminishment of enjoyment of the society's resources and give it to a management committee member

Your formal statement will be forwarded to the member(s) named. A response will be requested in writing and a management committee member will pass on the response to the member.

Both parties will be encouraged to resolve the matter. If the issue cannot be resolved, the parties will be referred to the Community Justice Centre for mediation. If the issue remains unresolved, the matter can be taken, by the parties, at their own expense to arbitration.

NFHS – Code of Conduct

The values that underpin our volunteer work for the Newcastle Family History Society include fairness, respect, integrity and responsibility.

These values are demonstrated by:

Being consistently honest, trustworthy and accountable, being courteous and responsive in dealing with others and by promoting dignity and respect by avoiding behaviour which is or might reasonably be perceived as, harassing, bullying or intimidating.