



RAWTENSTALL MARKET

1906

CODE OF CONDUCT

OVERVIEW

At Rawtenstall Market we require that all of our traders conduct themselves according to the highest standards of ethics, integrity, and behaviour when dealing with our customers, colleagues, management and other traders. This includes, but is not necessarily limited to, full compliance with all legal obligations imposed by statute or any other source of law.

This Code establishes the standards of behaviour that must be met by all traders. Where these standards are not met, appropriate disciplinary action will be taken. In cases where the breach involves serious misconduct, this may result in the immediate termination of their license or permit. In cases where a breach of the policy involves a breach of any law, then the relevant government authorities or the police may be notified.

OPERATION

The purpose of this policy is to make it clear what Rawtenstall Market and PLAY Market Management expect from traders. Traders are required to be familiar with and comply with the terms of this policy at all times. Failure to do so may result in disciplinary action, including potentially the termination of you license / permit.

STANDARDS OF CONDUCT

The standards expected of all traders include:

- Compliance with all of Rawtenstall Market workplace policies, procedures, rules, regulations, licenses and permits.
- Compliance with all laws
- Compliance with all reasonable and lawful instructions given by or on behalf of the PLAY Market Management.
- Devotion of the traders entire time, attention and skill during normal trading hours.
- To be honest and fair in dealings with customers, clients, co-workers, market management and the general public, and to treat them with courtesy and respect.
- To be faithful and diligent, and actively pursue the best interests of Rawtenstall Market at all times
- To work in a safe and compliant manner, and to observe all workplace health and safety rules and responsibilities.
- Refraining from any discriminatory, bullying or harassing behaviour toward customers, clients, co-workers, market management and the general public.
- To not make any statements to the media about Rawtenstall Market business, unless expressly authorised to do so by PLAY Market Management (requests for media statements should be referred to PLAY Market Management)
- To not make any statements about Rawtenstall Market or their management on social media, or any other public platform that may harm Rawtenstall Market, Management or fellow trader's reputation.
- To not engage in conduct, whether during or after trading hours, that in the opinion of Rawtenstall Market causes damage or potential damage to the market's property or reputation.
- To not use or come to work while affected by use of prohibited drugs or alcohol.
- To not discriminate on the basis of personal characteristics including (but not limited to) sex, race, disability, pregnancy, age, marital status or sexual orientation.
- To ensure and maintain punctuality.
- To respect Market property.

- To dress in an appropriate manner and to ensure that appearance is presentable, clean, neat and tidy
- To not use Market internet to access and/or download sexually explicit material or other offensive material.
- To maintain both during trading and after termination of licence with Rawtenstall Market, the confidentiality of any confidential information, records or other materials acquired during the course of trading.
- At all times, behave in a way that upholds Rawtenstall Markets core values and the integrity and good reputation of Rawtenstall Market.
- Reporting any conduct of other workplace participants which is in breach of any of the above, or potentially in breach of any of the above, without delay.