

TASKFORCE LEAD:  
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## COVID-19 TASKFORCE GOVERNANCE

### GUIDING PRINCIPLES

#### 1. Purpose-driven

Members focus on the impact we're trying to achieve together and use that clarity of purpose to shape and guide support for the Taskforce work.

#### 2. Build a community

Members work easily with others and are willing to influence and converge around a problem with shared commitment to seek out those that are best suited to the problem, across functions, levels of seniority, and even beyond the formal boundaries of the Taskforce.

#### 3. Organise around the work

Members have the maturity and leadership to do what they think needs to be done and seek advice (not permission) from other members best situated to help.

#### 4. Plan to change the plan

Members are able to move quickly, collaborate and support the right outcomes for those seeking help from the Taskforce. An agile approach to all work, combined with a steady rhythm of communicating with the Taskforce drives the best outcomes for those seeking help.

#### 5. Open over closed

Members are committed to making information on the Taskforce activities accessible and open by default.

### CODE OF CONDUCT

#### 1. Introduction

Members undertake as a condition of membership, to abide by the Code, and they are further bound by honour and dignity as professionals. Members will not assume nor accept a position in which personal interests' conflict with professional duty.

#### 2. Compliance

Members shall be responsible for self-regulation and seek compliance with this Code for all persons or organisations engaged in the Taskforce. Any member wishing to complain about any matter relating to the conduct of the Taskforce's affairs shall do so by writing to the Taskforce Lead.

#### 3. Professional responsibilities

Members shall conduct their business competently and act at all times with integrity and honesty. All knowledge and information relating to individuals or organisations seeking help from the Taskforce shall be treated as confidential and shall not divulge such information to any third parties without the consent.

#### 4. Commission of members

Before undertaking any work as part of the Taskforce, members shall disclose any conflict and shall not accept payments or benefits on behalf of the Taskforce. Members act at their own cost to support the Taskforce, and before undertaking any paid work arising from Taskforce shall disclose this information to the Taskforce Lead so as to track the progress of projects undertaken by Taskforce.

#### 5. Promotion and publicity

Members may promote and publicise their work with the Taskforce, in their capacity as a Taskforce member, providing that announcements are factual, not misleading in their presentation.