

Code of Conduct

1. Introduction

This Code of Conduct ('the Code') is adopted pursuant to Article 26 of the Society's Articles of Association, which vests authority in the Directors to manage the affairs of the Society, and Article 39, which permits the Directors to establish reasonable and proper rules for the effective governance and management of the Society.

2. Purpose

The purpose of this Code is to set out the standards of behaviour expected of all individuals associated with Al-Kindi Society of Engineers. The Code ensures that all activities are conducted in a professional, respectful, inclusive, and ethical manner, consistent with Society's mission, values, and legal obligations.

3. Inclusion and Accessibility

The Society is committed to fostering an inclusive and professional environment in accordance with the UK Equality Act 2010. Where reasonable and appropriate, adjustments should be made to enable effective participation in Society activities.

4. Scope

This Code applies to all Directors, the Company Secretary, Company Officers, the Executive Committee Chair, Executive Committee Members, members of the Society (all classes), Volunteers, and any speakers, partners, or collaborators acting on behalf of the Society.

5. Core Principles

Integrity: Act honestly and ethically, declare conflicts of interest, and use Society resources responsibly.

Professionalism: Maintain high professional standards, respect confidentiality, and uphold the reputation of the Society.

Respect and Inclusion: Treat all individuals with dignity and fairness. Discrimination, harassment, bullying, or defamatory behaviour is prohibited.

Collaboration: Engage in respectful dialogue, address disagreements constructively, and use proper governance channels.

6. Behavioural Standards

Participants must communicate respectfully, avoid offensive or aggressive behaviour, comply with UK law, and observe the Society's governance framework.

7. Use of the Society's Name and Platforms

The Society's name, seal, branding, and official platforms may be used only with the prior approval of the Board of Directors or its authorised Directors. The use of any such assets for personal promotion, political campaigning, or commercial activity without such approval is prohibited.

8. Conflicts of Interest

All conflicts of interest must be disclosed. Individuals must not participate in decisions where they have a direct personal or financial interest. The Conflict of Interest policy applies to all activities of the Society including any partnerships or professional interactions involving Iraqi or other overseas organisations, institutions, or stakeholders.

9. Safeguarding and Wellbeing

Society is committed to maintaining a safe, respectful, and professional environment. Safeguarding and wellbeing are a shared responsibility, and behaviour that causes distress, intimidation, or harm is unacceptable and will be addressed through Society's governance procedures.

10. Confidentiality and Data Protection

Individuals must respect confidentiality and manage personal data responsibly and lawfully. Information obtained through Society activities must not be disclosed or

misused and shall be managed in accordance with applicable UK data protection legislation and the Society's governance arrangements.

11. Elections Conduct

Election activities must be conducted with integrity, fairness, and professionalism, focusing on candidates' experience and vision and avoiding personal attacks or misleading statements.

12. Reporting Concerns

Breaches should be reported to the Chair of the Board of Directors. Reports will be handled fairly and confidentially, and retaliation will not be tolerated.

13. Disciplinary Action

Where conduct falls below the standards set in this Code, the Board of Directors may take proportionate action in accordance with the Society's Articles of Association and governance procedures. Disciplinary measures are intended to be corrective and, where appropriate, applied progressively.

- Informal resolution
- Mediation
- Formal grievance process
- Formal warning
- Suspension or expulsion from membership

Termination of membership of the Society shall be regarded as a measure of last resort. Where appropriate, the Board may take such lawful, reasonable, and proportionate steps as it considers necessary, in accordance with the Society's Articles of Association and the Companies Act 2006, to ensure legal and regulatory compliance. This may include taking legal or other formal action to protect the interests of the Society and its directors.

14. Commitment

By joining or representing the Society, individuals agree to comply with this Code of Conduct.

15. Formal Adoption

This Code of Conduct was formally adopted by resolution of the Board of Directors of Al-Kindi Society of Engineers in accordance with the Articles of Association and shall take effect from the date of adoption. The Board shall review this Code periodically and may amend it as necessary to ensure continued compliance with legal, regulatory, and governance best practice.

Adopted by the Board of Directors on: 4 March 2026

Signed on behalf of the Board:

Name: Dr Ali Al-Badri

Role: Chair of the Board of Directors