



Ethics Policy



Skydive Jersey Ltd - Ethics Policy

I. Introduction

Welcome to the **Skydive Jersey** Ethics Policy. This document outlines the standards and principles that guide our professional behaviour and decision-making processes. It applies to all employees, board members, and affiliates of **Skydive Jersey**. This policy is designed to uphold our commitment to integrity and excellence in all aspects of our operations.

At **Skydive Jersey**, we are committed to conducting our business according to the highest ethical standards. This Code serves as a compass for our actions within the company and interactions with our stakeholders, including clients, partners, competitors, and the community. Adhering to this Code is essential to maintaining our reputation for honesty and ethical conduct.

II. General Ethical Principles

Our commitment to ethics is based on five fundamental principles:

- **Honesty:** Always communicate truthfully and transparently with colleagues, customers, and the public.
- **Integrity:** Maintain consistency of your values and actions. Do not compromise your ethical standards.
- **Fairness:** Treat all people with respect and fairness. Make decisions without favouritism or prejudice.
- **Responsibility:** Acknowledge your duties and act with responsibility towards stakeholders and the environment.

- **Respect:** Uphold the dignity, rights, and welfare of all individuals and communities affected by our operations.

Each employee or volunteer of **Skydive Jersey** is expected to integrate these principles into their daily work routines and decision-making processes.

III. Workplace Environment

Creating and maintaining a respectful and safe workplace is a priority. This section covers the expected behaviours and practices that contribute to a positive working environment:

- **Non-Discrimination:** All employees should enjoy a workplace free of discrimination based on race, colour, religion, gender, age, national origin, disability, or any other protected characteristic.
- **Harassment-Free Workplace:** Harassment of any form, including physical, verbal, or psychological abuse, is strictly prohibited and will be dealt with severely.
- **Health & Safety:** Comply with all applicable health & safety regulations. Employees should take proactive steps to prevent workplace hazards and injuries.

Employees are encouraged to report any instances of discrimination, harassment, or safety concerns without fear of retaliation.

IV. Conflicts of Interest

A conflict of interest occurs when an individual's private interest interferes, or appears to interfere, with the interests of **Skydive Jersey** affected parties should:

- **Avoid Conflicts of Interest:** Act in the best interest of **Skydive Jersey** at all times. Avoid any activities that could conflict with company responsibilities or increase personal gain at the expense of the company.

- **Disclosure of Conflicts:** Immediately disclose any conflicts of interest to your supervisor or Chief Instructor. This includes financial interests, personal relationships, or external activities that might conflict with your duties.

V. Compliance with Laws and Regulations

Skydive Jersey is committed to full compliance with all laws and regulations that affect its business. Employees are expected to understand and obey all laws pertinent to their job responsibilities:

- **Legal Compliance:** Adhere to relevant local or international laws.
- **Company Policies:** Familiarise yourself with and follow all company policies and operational procedures.
- **Ethical Reporting:** Report any illegal or unethical behaviour immediately to the appropriate person in charge.

Resources related to compliance are readily available to ensure all employees and volunteers are informed.

VI. Implementation and Monitoring

To ensure this Code of Conduct is fully integrated into our corporate culture a

- **Reporting Mechanisms:** Clear mechanisms for reporting ethical concerns or breaches confidentially shall be available by spoken word or email to the person in charge, as deemed appropriate.

The success of our ethics program depends on the honest and active participation of everyone.

VII. Disciplinary Actions

Violation of this Code of Conduct will result in disciplinary action, which may include reprimands, suspension, termination, or legal action, depending on the severity of the breach. All incidents will be investigated thoroughly and impartially to ensure fair treatment.