

Code of Conduct

1. INTRODUCTION

This Code of Conduct has been adopted by members of Lighting Council Australia Limited for the purpose of setting out in a convenient form the requirements for responsible social, commercial and engineering conduct as designers, manufacturers and suppliers of lighting.

Lighting technology plays a significant role in achieving basic societal safety and environmental objectives.

The lighting industry is highly fragmented and has relatively low technical barriers to entry. Despite its fundamental importance to many basic safety operations, it is subject to comparatively low levels of regulation.

Consequently end users and consumers do not always have access to accurate and reliable information on what represents sound investment in lighting. This Code aims to engender trust between the industry and its customers by promoting conduct among members of Lighting Council Australia that reflects the highest commercial and technical integrity.

2. DEFINITIONS AND EXPLANATIONS

Lighting Council Australia

Lighting Council Australia Limited is an incorporated trade Association representing manufacturers, suppliers and other participants in the lighting industry in Australia.

Lamp

A device for converting electric energy into visible light or ultraviolet light.

Luminaire

Apparatus which distributes, filters or transforms the light transmitted from one or more lamps and which includes all the components necessary for supporting, fixing and protecting the lamps, but not the lamps themselves, and where necessary circuit auxiliaries together with the means for controlling and connecting them to the supply, whether supplied within the luminaire or separately.

Code Administrator

Chief Executive Officer
Lighting Council Australia Limited
Suite 5, 191 Riversdale Road,
Hawthorn, VIC, 3122

&

Chief Executive Officer
Lighting Council Australia Limited
PO Box 1058
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3. SCOPE

The scope of this Code addresses the standards of conduct considered appropriate for the supply of Lamps and Luminaires in a manner that is consistent with:

- appropriate standards of commercial conduct
- supply of product that conforms to regulatory requirements
- excellence in lighting performance
- achieving social responsibility

4. OBJECTIVE

The objective of this Code is to provide a set of statements that describe minimum standards of conduct supported by members of Lighting Council Australia. In addition to stating standards of conduct, the Code also sets out possible means by which these might be satisfied.

5. STANDARDS OF CONDUCT REQUIRED BY THIS CODE

General

Signatories to this Code shall undertake to:

- abide by the terms of the Code
- inform and educate staff about the terms and conditions of this Code
- make copies of the Code available to inquirers
- accept any determination of the Board of Directors of Lighting Council Australia as ratified by the Association as the definitive guide to use and application of this Code

Standards of commercial conduct

Lighting Council Australia members will support standards of commercial conduct through:

- maintaining standards of conduct consistent with good commercial and corporate conduct
- participating in programs that encourage increased environmental responsibility
- maintaining an occupational health and safety program according to requirements of applicable laws
- providing ongoing recruitment, induction and training programs for employees
- participating in trade practices training and awareness programs

Supply of safe product

Lighting Council Australia members will supply product that satisfies requirements for safety as may be defined in applicable standards from time to time.

Regulatory requirements

Lighting Council Australia members will support regulatory outcomes through:

- contributing to the development and maintenance of necessary lighting standards at both national and international level

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- working with applicable government agencies to foster the use of energy efficient and environmentally responsible products
- supplying product that meets the requirements of applicable standards and regulation
- implementing procedures for conducting product recall in the event that product may be found unsafe or otherwise not merchantable
- adhering to country of origin labelling provisions of the Trade Practices Act

PACI Principles

- Lighting Council Australia members adhere to the World Economic Forum's Partnering Against Corruption Initiative. The PACI Principles call for a commitment to two fundamental principles:
- a zero tolerance towards bribery
- development of a practical and effective implementation program

6. COMPLAINTS, DISPUTE PROCEDURES AND SANCTIONS

- 6.1. Any person may refer a complaint against a signatory to this Code to the Code Administrator. The complaint shall be in writing and shall be addressed to the Code Administrator.
- 6.2. The Code Administrator will seek resolution of any complaint.
- 6.3. If the complaint is not resolved in a manner acceptable to the Complainant, the Code Administrator shall:
 - 6.3.1. refer the complaint to the Board of Directors of Lighting Council with a summary of the nature of the complaint and, where appropriate, general reasons for that outcome.
 - 6.3.2. inform the Complainant that the matter has been referred to the Board of Directors and advise generally of the procedure that will follow in accordance with the rules of the Association.
- 6.4. Breaches of this Code may be actionable by the Australian Competition and Consumer Commission.
- 6.5. All complaints will be reported by the Code Administrator to the Board of Directors and be available to all signatories on request.

7. IDENTIFICATION OF SUBSCRIBERS TO THIS CODE

A full list of subscribers to this code may be found at <http://www.lightingcouncil.com.au>

8. PUBLICITY AND REPORTING

Lighting Council Australia shall widely publicise the existence of the Code to members, retailers and distributors, government departments and agencies, consumer organisations and other interested parties.

Subscribers to this Code will use reasonable endeavours to ensure that their employees and agents are aware of the obligation to comply with the Code.

An Annual Report on the operation of this Code shall be made. The Annual Report will contain the following:

- a summary of complaints referred to the Executive Committee and the decisions in each of those complaints

- a summary of monitoring activities
- any recommendations for revision of the Code

9. MONITORING, REVIEW AND AMENDMENTS

The Board of Directors shall determine the manner of monitoring activities to be established in support of this Code.

This Code may be amended by Lighting Council Australia in general meeting.

Any interested party may refer comments and proposals for amendment to this Code to:

Lighting Council Australia Code Administrator

PO Box 1058,

Hawthorn, VIC, 3122

Email: info@lightingcouncil.com.au

10. CONTACT

Chief Executive Officer

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