Code of Conduct Policy for [Name of the Organisation]

Effective Date: [Date]

*This Code of Conduct Policy Template is ideal for businesses for establishing standards around safe and professional conduct particularly at events involving multiple parties. Distribute and have your attendees sign it ahead of your event, displaying at events helps remind people of their agreement.*

# Introduction

[Name of the Organisation] is committed to fostering a professional, inclusive, and respectful environment for all individuals working in the drinks industry in the UK. This Code of Conduct sets the standard of behaviour expected of all those involved in our organisation, including employees, contractors, judges, partners, and participants in our events and competitions.

# Applicability

This policy applies to all individuals involved with [Name of the Organisation], including but not limited to:

* Permanent and temporary employees
* Contractors, consultants, and freelancers
* Event participants, wine judges, and volunteers
* Subcontractors, trainees, and apprentices
* Any third parties working on behalf of [Name of the Organisation]

Failure to comply with this Code of Conduct may result in disciplinary action, contract termination, or exclusion from future engagement.

# Expected Conduct

All individuals associated with [Name of the Organisation] are expected to:

* Treat others with dignity and respect at all times.
* Foster a safe, inclusive, and welcoming environment free from discrimination, harassment, or bullying.
* Act with honesty, integrity, and professionalism.
* Follow all legal and regulatory requirements relevant to their roles.
* Uphold the confidentiality of sensitive information and competition results where applicable.
* Adhere to all event rules and organisational policies.

# Bullying, Harassment, and Discrimination

[Name of the Organisation] has a zero-tolerance policy for bullying, harassment, and discrimination in any form.

## Definition of Harassment

Harassment is defined as any unwanted behaviour that violates an individual’s dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment. This includes but is not limited to:

* Offensive comments, jokes, or gestures related to personal characteristics such as gender, race, religion, disability, or sexual orientation.
* Unwelcome sexual advances, remarks, or inappropriate physical contact.
* Public criticism, exclusion, or unfair treatment.
* Cyberbullying or online harassment.

## Reporting Harassment or Bullying

Anyone who experiences or witnesses harassment, bullying, or discrimination should report it immediately to [Name of the Organiser/Dedicated Personnel]. All complaints will be handled confidentially, and no retaliation will be tolerated against individuals who report misconduct in good faith.

# Confidentiality and Ethical Conduct

All participants, judges, and staff must maintain absolute confidentiality concerning competition results and any privileged information.

Sensitive business, partner, or participant information must not be disclosed to unauthorised parties.

Any form of tampering, unfair advantage, or misconduct within competitions will result in immediate disqualification and further disciplinary action.

# Reporting Violations

[Name of the Organisation] encourages all individuals to report suspected violations of this policy to [Name of the Organiser/Dedicated Personnel] as soon as possible. Reports will be handled with confidentiality, professionalism, and appropriate action.

# Retaliation Policy

Retaliation against any individual who reports a violation of this Code of Conduct or participates in an investigation will not be tolerated. Any instances of retaliation should be reported immediately for further action.

# Compliance and Amendments

This Code of Conduct does not form part of any employment contract and may be updated by [Name of the Organisation] at any time. Compliance with this policy is mandatory for all individuals associated with the organisation.

For any questions regarding this policy, please contact [Name of the Organiser/Dedicated Personnel].