**Mid Ulster HR Employer Forum**

**Code of Conduct**

**1. Purpose**

The **Mid Ulster HR Employer Forum** is an industry-led initiative established and supported by the **Mid Ulster Labour Market Partnership** (“the Mid Ulster LMP”), facilitated by **Mid Ulster District Council** (“the Council”). The Forum aims to provide a collaborative space for HR professionals and employers in the Mid Ulster region to network, share knowledge and best practice, and to address local labour market challenges.

**2. Governance and Facilitation**

* The Forum is industry-led. It is **not a decision-making body of the Council or the Mid Ulster LMP**.
* The **Mid Ulster LMP provides facilitation support only**, including administration, communication, and logistics.
* All views, opinions, and materials shared by Forum members or speakers do **not reflect the views of the Council or the Mid Ulster LMP**, unless explicitly stated.

**3. Membership and Participation**

* Membership is open to HR professionals and employers based or operating in the Mid Ulster District.
* Members are expected to participate constructively and respectfully.
* The Forum reserves the right to revoke membership for breaches of conduct or behaviour contrary to these terms.

**4. Code of Conduct**

All members agree to the following standards of conduct:

**Professionalism and Respect**

* Stay true to the purpose of the Forum.
* Treat all participants with courtesy and respect, regardless of background, company size, or sector.
* Engage in open, honest, and constructive dialogue.

**Confidentiality**

* Respect the confidentiality of discussions and information shared within the Forum, unless permission is explicitly granted for disclosure.
* Do not share or distribute personal data or proprietary information without consent.
* Respect members privacy. Never contact another member without seeking permission in advance. This includes friend requests on social media.

**No Commercial Promotion**

* The Forum is not a platform for sales, marketing, or commercial promotion of products or services.

**Compliance with Law and Policy**

* Abide by all applicable data protection, employment, and equality laws.
* Do not engage in any form of discriminatory, harassing, or offensive behaviour.

**Reputation**

* Members shall not act in any manner that brings the Mid Ulster District Council or the Mid Ulster Labour Market Partnership into disrepute.
* The Council’s and/or Mid Ulster LMP’s name, logo, or affiliation must not be used in external communications without prior written consent.

**5. Legal Disclaimer and Liability**

* The **Council and Mid Ulster LMP bears no responsibility** for the accuracy or reliability of views, information or advice shared during Forum discussions, meetings or events.
* **Forum participants act in a personal or organisational capacity**, and **no liability shall attach to the Council** **or Mid Ulster LMP** for any actions, decisions, or outcomes arising from Forum participation.
* The Forum and its discussions are **not a substitute for professional legal, financial, or HR advice**.
* The Council and Mid Ulster LMP shall not be held liable for any loss, damage, or claim arising from participation in the Forum or reliance on information shared.

**6. Communications and Media**

* All Forum communications should be respectful and relevant.
* Media engagement or press coverage related to the Forum must be coordinated through the Mid Ulster LMP and requires prior written approval.

**7. Amendments and Termination**

* This Code of Conduct may be reviewed periodically and updated with input from the Mid Ulster HR Employer Forum Steering Group and the Mid Ulster LMP, in consultation with the Council.
* Membership may be suspended or terminated for breach of this Code or for conduct inconsistent with the Forum’s purpose or the Council’s values.

**Reporting a Breach**

The Forum is moderated and monitored periodically by the Mid Ulster Labour Market Partnership (LMP) to ensure it remains a safe and respectful space for all participants. However, as monitoring is not continuous, users are encouraged to report any breaches of conduct or inappropriate content to the Forum administrators immediately. If you witness behaviour that may violate the Code of Conduct:

* Report the incident **promptly and confidentially** to: **lmp@midulstercouncil.org**
* Your identity will be kept **confidential wherever possible**.

**Review Process**

All reports will be reviewed by the **Mid Ulster LMP**.

Actions may include:

* A **warning or reminder** of the Code of Conduct
* Post/s may be **hidden or removed** if deemed inappropriate or in breach of the Code of Conduct.
* **Temporary suspension** from the Forum
* **Permanent removal** from the Forum (for serious or repeated breaches)

The **Council and Mid Ulster LMP** are committed to handling all concerns **fairly**, **respectfully**, and **in line with due process**.

**8. Data Protection**

By participating in this Forum, you acknowledge that your email address will be added to the Mid Ulster Labour Market Partnership (LMP) database. This information will be used solely for the purpose of keeping you informed about relevant future events, programmes, opportunities, and updates linked to LMP and Mid Ulster District Council related activities.

Your personal data will be stored securely and processed in accordance with current data protection legislation, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

For further details go to [www.midulstercouncil.org/privacy](https://www.midulstercouncil.org/privacy)

You have the right to opt out of communications at any time by contacting us via email **lmp@midulstercouncil.org**. Your information will not be shared with third parties without your explicit consent.

**9. Agreement**

By participating in the Mid Ulster Employer HR Forum, you acknowledge that you have read, understood, and agreed to abide by this Code of Conduct and its terms and conditions.

Name (PRINT): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature (SIGN): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company/Organisation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please review, complete, and sign the form, then email it to lmp@midulstercouncil.org After that, we’ll send you your exclusive link to the Mid Ulster HR Employer Forum. We’re excited to welcome you!