

Member Code of Conduct

FOR ICM MEMBER ASSOCIATIONS

SEPTEMBER 2024

Purpose

The ICM Code of Conduct outlines how Member Associations (MAs) should behave, promoting professional and supportive relationships between ICM and its members. It supports our mission to strengthen midwives' associations and to advance the profession of midwifery globally.

Member Associations that breach this Code of Conduct may be warned, suspended or terminated according to the rules set out in the ICM Constitution and Governance Policies.

Scope

The Board of ICM has adopted this Code of Conduct. It applies to each Member Association and its executives, members, staff and/or representatives.

The executives and any staff of an MA are responsible for promoting and upholding the Code of Conduct within their association. It is the President's specific responsibility to ensure that the Code is implemented and adhered to.

Appropriate conduct

Each Member Association, its executives, members, and/or representatives shall:

1. Abide by the ICM Constitution, Governance Policies and all policies adopted by the organisation.
2. Always behave professionally when engaged on ICM business. This includes ICM events, communications, projects and programmes, and all dealings with ICM Head Office staff (employees, contractors and consultants), ICM Board Members, fellow Member Associations, and partners.
3. Be responsive to requests from the ICM Board or ICM Head Office.

4. Respect confidentiality and observe the privacy of confidential information, which includes, but is not limited to, all non-public information relating to ICM, other Member Associations and partners.
5. Comply with all laws in the jurisdiction within which the Member Association operates.
6. Act honestly and treat everyone with dignity and respect, creating an environment that values diversity and prevents harassment, abuse or exploitation.
7. Ensure that MA policies protect the rights of members and staff and that there are ways to report and address behaviour that breaches the rights of members or staff if it takes place within the organisation.
8. Respect fellow Member Associations, acting professionally in all interactions.
9. Inform ICM if any of their executives or staff members are being charged with a criminal offence or are the subject of a professional misconduct matter with their regulatory authority, including what steps the MA is taking in relation to the matter.

Member Associations, their executives, staff, members and/or representatives will not:

1. Behave offensively, inappropriately or disruptively in ICM activities, events, communications, projects and programmes.
2. Engage in threatening, demeaning or harassing behaviour of any kind in any interaction with ICM Board Members or Head Office staff (employees, contractors or consultants).
3. Falsely represent having authority to speak for or act on behalf of ICM.
4. Use any ICM trademark, name, logo or branding in an unauthorised way that suggests endorsement or a relationship that does not exist.
5. Engage in any activity or conduct that might go against ICM's vision, mission and values or take any action that could bring ICM into disrepute.
6. Share malicious or harmful information or opinions about a fellow MA or ICM as an organisation.

7. Accept from beneficiaries, partners, or contractors any favours, bribes or other forms of personal enrichment under any circumstances (as outlined in ICM's Anti-fraud, Bribery and Corruption Policy).

Members' Agreement

All members undertake to:

1. Uphold the vision and mission of the Confederation
2. Abide by the ICM Core Documents
3. Implement the Strategy of the Confederation
4. Fulfil their obligations as ICM Council delegates
5. Comply with ICM policies including, but not limited to, governance policies, marketing and sponsorship, social media, safeguarding, misconduct, anti-fraud, bribery and corruption, anti-money laundering, this Code of Conduct and any other policy adopted by the organisation
6. Pay their annual membership fee

Reporting and investigation

Any violations or suspected violations of the Code can be reported to the relevant ICM contact or to report@internationalmidwives.org. For further information on reporting and investigations refer to the Misconduct Policy and Procedure.

Sanctions

Failure to follow any of the rules mentioned above is considered a breach of the Code. Breaching the Code of Conduct, breaking other rules or policies, or engaging in actions that harm the interest or reputation of ICM may result in sanctions, including but not limited to a warning, suspension or termination of membership.

Warning

A warning may be issued if the Board decides that the breach of the Code of Conduct is not serious enough for suspension or termination. The warning will stay on record for three years and will be taken into consideration if any other violations of the Code of Conduct occur during that time.

Suspension

If the Board considers that an MA has breached the Code of Conduct and the breach is incompatible with continued membership, the Board will address the issue with the Council to invoke suspension of the MA by the Council.

If the MA is suspended, a clear action plan and timeline to address the circumstances that led to the breach should be defined and agreed between the Board and the Member Association. If the non-compliance is not addressed in the agreed timeline, the Board has the right to terminate membership, in line with the ICM Constitution.

Any MA who has its membership suspended remains liable for its annual membership fee but cannot exercise its membership rights during the suspension.

The length of the suspension will be determined by the Council, on advisement of the Board, taking into consideration the type of breach and a reasonable timeframe to address it. It can be extended until a decision is made to lift the suspension or terminate membership. Should suspension last for longer than 12 months without the MA being able to demonstrate any progress, the Board has the right to terminate membership in line with the ICM Constitution.

The Council may instruct the Board that the Board can, at the Board's discretion, lift the suspension if the MA provides sufficient evidence that the issue(s) have been addressed and that the MA has complied with any recommended changes.

Termination of Membership

Failure to adhere to this code may result in terminating membership on the grounds stated in Article 7 of the ICM Constitution either by the Council or by a decision of the Board due to disqualification¹ of the MA.

Terminating membership may solely be carried out in writing, at the end of a calendar year and with a notice period of one month.

Membership may, however, be terminated immediately should, in all reasonableness, the membership not be allowed to continue.

Should a resolution be adopted to terminate membership, the MA concerned shall retain the right to appeal provided any such appeal is instituted within two months after the receipt of the notice to terminate, which appeal shall be required to be submitted to the Council at its next meeting.

The Member Association in question shall be notified within two months, in writing, as to the decision, together with reasons for making the decision. For the period during which any appeal is underway and pending the appeal, the MA in question shall be suspended.

Note

Termination of membership is a last resort. ICM's objective is to work with its MAs to support them to strengthen their association and advance the profession of midwifery.

¹ Membership can be terminated by the ICM Board as a result of disqualification because the Member Association acts in conflict with the articles of association, the rules and regulation which apply or the resolutions adopted by the Confederation; or the Confederation has been unreasonably disadvantaged by the Member Association in question. *ICM Constitution, Article 7. i) d)*

Other Related Documents

- ICM Constitution
- Governance Policies
- Anti-fraud, bribery and corruption Policy & Procedure
- Anti-money laundering Policy & Procedure
- Investigations Procedure
- Member Logo Usage Policy
- Misconduct Policy and Procedure
- Permissions and Licensing
- Safeguarding Policy
- Social Media Policy
- Whistleblowing Policy
- Whistleblowing Procedure

Review

This code will be reviewed every three years to ensure compliance with any changes in policy, best practice, and legislation, unless required earlier by law or organisational directives.

Approved by Sandra Oyarzo Torres on 31 October 2024

Next review: October 2027

Signature:



Sandra Oyarzo Torres, President

Document Control

Approved by	ICM President
Responsible Owner	Head of Organisational Projects
Created	September 2024
Revised	-
Approved	31 October 2024
Next Review	October 2027
Version	1.0