



Code of Conduct

1. Purpose

This Code of Conduct sets out the behavioural standards expected of people participating in Pinion Institute activities, programmes, community spaces and collaborative work.

It applies alongside the **Community Participation Agreement** and any more specific agreement, policy or professional obligation relevant to a person's role.

The purpose of this Code is not to require agreement or uniformity. It is to support a community in which inquiry, learning, creativity and collaboration can take place with integrity, respect and appropriate responsibility.

2. Scope

This Code applies, as relevant, to:

- members;
- contributors;
- researchers;
- authors and creators;
- facilitators;
- advisers;
- volunteers;
- participants in events or programmes;
- collaborators;
- contractors when participating within Institute environments; and
- other people given access to Institute-controlled spaces or activities.

It applies to both physical and digital participation.

Additional standards may apply to particular roles or activities.

3. Expected Conduct

Participants are expected to:

- treat others with dignity and appropriate respect;
- communicate honestly and responsibly;
- listen carefully to perspectives other than their own;
- engage in disagreement without personal attack;
- represent other people's views fairly;

- respect reasonable personal and professional boundaries;
 - act within the authority associated with their role;
 - respect confidentiality and privacy;
 - acknowledge the work and contributions of others;
 - protect intellectual and creative property;
 - comply with applicable safety and safeguarding requirements;
 - disclose relevant conflicts of interest;
 - raise concerns responsibly;
 - comply with reasonable directions relating to Institute-controlled activities and spaces; and
 - act in ways consistent with the responsible purposes of the Institute.
-

4. Scholarly and Intellectual Conduct

Pinion Institute encourages questioning, critique and serious intellectual engagement.

Participants may disagree with:

- interpretations;
- methodologies;
- theories;
- research conclusions;
- theological positions;
- educational approaches; or
- creative decisions.

Such disagreement should engage with the substance of the matter rather than the character, motives or worth of the person presenting it.

Participants must not knowingly:

- fabricate or falsify evidence;
- plagiarise;
- misrepresent sources;
- attribute claims to another person that they have not made;
- conceal material conflicts of interest where disclosure is reasonably required;
- manipulate evidence in order to secure a predetermined conclusion; or
- present another person's intellectual contribution as their own.

Where uncertainty exists, it should not be concealed merely to make an argument appear stronger.

5. Respectful Communication

Communication should remain proportionate to the context and the subject under discussion.

Participants must not engage in:

- bullying;
- harassment;
- threats;
- intimidation;
- discriminatory abuse;
- sexually inappropriate conduct;
- deliberate humiliation;

- persistent personal attacks;
- coercion;
- defamatory conduct;
- deliberate disruption of legitimate Institute activities.

Strong criticism of an idea is not, by itself, disrespectful conduct.

Conversely, describing harmful or inappropriate behaviour as “disagreement” does not make that behaviour acceptable.

6. Difference, Disagreement and Conflict

Pinion Institute does not expect every disagreement to be resolved through consensus.

Participants should nevertheless seek to:

- understand before responding;
- clarify misunderstanding where possible;
- distinguish factual disagreement from interpretive disagreement;
- identify assumptions;
- avoid unnecessary escalation;
- acknowledge valid points made by others;
- seek resolution where the relationship or work requires it.

Participants are not required to continue direct engagement where doing so is unsafe, inappropriate or unlikely to be constructive.

Serious or unresolved concerns should be raised through the appropriate Institute process.

7. Boundaries and Relationships

Participants must respect the boundaries appropriate to their roles and relationships.

No person should use an Institute role, access or relationship to:

- exert inappropriate personal control;
- manipulate another person's faith, vulnerability or dependence;
- obtain improper financial advantage;
- solicit confidential information for unrelated purposes;
- pressure someone into a commercial, political, personal or spiritual commitment;
- establish authority they have not been granted;
- create an impression of professional expertise they do not possess.

Particular care should be taken where there are differences in authority, age, vulnerability, professional status or dependence.

8. Faith and Spiritual Responsibility

Pinion Institute's biblical and Hebraic orientation and confession of Yeshua as Messiah form part of its institutional identity.

Participants are expected to respect that identity.

Spiritual language or claimed spiritual authority must not be used to silence legitimate questions, compel agreement, manipulate another person or avoid accountability.

Prayer, discernment and theological discussion should be conducted with humility and respect for appropriate boundaries.

No participant acquires pastoral or spiritual authority over another merely through membership or participation in the Institute.

9. Privacy and Confidentiality

Participants must respect information shared in circumstances where confidentiality or restricted access can reasonably be expected.

They must not, without appropriate permission:

- circulate private correspondence;
- share screenshots from restricted community spaces;
- disclose another person's personal information;
- record private or restricted discussions;
- identify confidential research participants;
- redistribute restricted documents or materials.

Confidentiality does not prevent a person from reporting a genuine safety, safeguarding, legal or serious misconduct concern through an appropriate pathway.

10. Intellectual Property and Attribution

Participants must respect copyright, authorship and creative ownership.

Material belonging to another person or to Pinion Institute must not be reproduced, distributed, adapted, sold or republished without appropriate authority.

Where ideas, research, language, images or other creative contributions are used, attribution should be given where required.

Participation in collaborative activity does not automatically create joint ownership of everything developed within that activity.

Rights associated with substantial collaborative or commissioned work should be established separately in writing.

11. Digital Conduct and Artificial Intelligence

Participants using digital Institute environments must:

- respect account and access restrictions;
- avoid impersonation;
- protect login credentials;
- refrain from unauthorised scraping or harvesting;

- not use automated tools to collect restricted community material;
- respect digital confidentiality;
- comply with applicable platform requirements.

Artificial intelligence may be used responsibly where appropriate.

AI use must not be employed to:

- disguise plagiarism;
- fabricate evidence or sources;
- impersonate another participant;
- reproduce restricted material without authority;
- process confidential or personally identifying material contrary to applicable requirements;
- falsely represent substantially AI-generated material as wholly original human work where that distinction is material.

Human responsibility remains with the person submitting or using the resulting material.

12. Safety and Safeguarding

Participants must comply with applicable safety and safeguarding requirements.

Conduct presenting an immediate or serious risk to another person may be acted upon without first progressing through ordinary informal resolution processes.

Where legally required or reasonably necessary, matters may be referred to relevant authorities or qualified external services.

Participants should not attempt to manage serious safeguarding, medical, psychological, legal or other specialist matters beyond their competence.

13. Conflicts of Interest

Participants should disclose a material conflict of interest where it could reasonably affect:

- research;
- publication;
- evaluation;
- procurement;
- governance;
- financial decisions;
- appointments;
- recommendations; or
- other Institute decisions.

A conflict of interest does not necessarily imply wrongdoing.

The purpose of disclosure is to allow the conflict to be managed appropriately.

14. Use of the Pinion Institute Name

Participants must not imply that they speak for, represent or have been endorsed by Pinion Institute unless authorised.

The Institute's name, logos, affiliations or other branding must not be used in a manner likely to:

- misrepresent a person's role;
- imply an unauthorised partnership;
- imply endorsement of an external product, service or position;
- suggest governance authority that has not been granted.

Specific branding and representation requirements may apply.

15. Commercial and Personal Solicitation

Access to the Pinion Institute community must not be used primarily as a means of obtaining customers, political support, donations, personal followers or other unrelated advantage.

Reasonable promotion or sharing may be permitted where it is relevant to an Institute activity or expressly authorised.

Personal information obtained through Institute participation must not be harvested for unrelated commercial solicitation.

16. Raising Concerns

Participants are encouraged to raise genuine concerns responsibly and in good faith.

A person raising a concern should:

- provide information as accurately as reasonably possible;
- distinguish what they directly know from what they suspect or have heard;
- avoid unnecessary circulation of allegations;
- respect confidentiality;
- use the appropriate reporting pathway where available.

Knowingly false or malicious allegations may themselves constitute a breach of this Code.

An allegation that is not ultimately substantiated does not, by itself, mean that it was raised improperly.

17. Responding to Concerns

A participant who is asked to respond to a concern is expected to engage honestly and appropriately with the process.

Retaliation against a person because they raised a genuine concern, supplied information or participated in a review process is not acceptable.

Institute processes should distinguish, as appropriate, between:

- misunderstanding;

- minor misconduct;
- repeated conduct;
- serious misconduct;
- safeguarding matters;
- legal or regulatory issues.

Responses should normally be proportionate to the nature and seriousness of the matter.

18. Breaches of this Code

A breach may result in actions including:

- informal guidance;
- clarification of expectations;
- a warning;
- required corrective action;
- conditions on participation;
- removal or moderation of content;
- restriction of access;
- suspension;
- withdrawal of contributor or facilitator permissions;
- withdrawal of an invitation;
- termination of membership or participation;
- referral to an external authority where appropriate.

The existence of lesser responses does not prevent immediate stronger action where the circumstances reasonably require it.

Actions concerning membership and participation are exercised under the authority established through the **Founder's Declaration and Governance Framework** and the **Community Participation Agreement**.

19. Procedural Fairness

Where a significant adverse action is being considered, the affected person should ordinarily have a reasonable opportunity to understand the concern and respond before a final decision is made.

Exceptions may be necessary where immediate action is required for safety, safeguarding, privacy, legal or serious integrity reasons.

Procedural fairness does not require every matter to involve a formal hearing or investigation.

The process should be appropriate to the seriousness and complexity of the matter.

20. Personal Responsibility

Each participant is responsible for their own conduct and for complying with the requirements that apply to their participation.

No policy can anticipate every circumstance.

Where this Code does not expressly address a situation, participants are expected to act consistently with its underlying principles of integrity, dignity, responsibility, good faith and stewardship.

21. Relationship to Other Documents

This Code should be read together with the:

- **Foundational Charter;**
- **Founder's Declaration and Governance Framework;**
- **Operating Framework;**
- **Community Participation Agreement;**
- **Complaint and Concern Escalation Process;**
- applicable safety, privacy and safeguarding policies;
- applicable contributor, facilitator or other role-specific agreements.

More specific policies or agreements may establish additional requirements.

22. Review

This Code may be reviewed when:

- Institute activities materially change;
- experience indicates that a provision requires clarification;
- new legal or regulatory responsibilities arise;
- related governance or participation documents change.

Material revisions should be communicated appropriately to people affected by them.

Document: Code of Conduct

Responsible role: Founder and Director

Version: 1.0

Date adopted: 09/26

Review date / trigger: 09/27