

[Company Name and/or Logo Here]

Code of Conduct

We at [Company Name] are dedicated to creating and maintaining a safe, welcoming workplace. This policy affirms [Company Name]'s belief in responsible social and ethical behavior. All employees, team members, volunteers, and visitors agree to this code of conduct to ensure an inclusive work environment:

- Tolerate *no* discrimination based on personal identity. Personal identity includes- but is not limited to - race, nationality, gender, sexual orientation, ability, religion, and any other identity protected by law.
- Exclude or deny *no* individual from [Company Name] activities based on personal identity.
- Treat others with respect, courtesy, and patience.
- Accommodate individuals who may need extra time, space, or assistance.
- Maintain a safe workplace and do *not* conduct yourself in a way that might risk the safety or integrity of yourself or others.
- Solve disagreements / conflicts with respect, active listening, and open-minded communication.
- Notify your manager(s) if you are aware of a breach of conduct or [Company Name] policy and procedure.
- [This template provides extra space for personalization and addition of any specific principles that pertain to your company. Feel free to customize or expand any aspect.]

I agree to abide by the [Company Name] Code of Conduct. Failure to comply with the principles or the spirit of the code will be considered a serious breach of [Company Name] policy and will result in appropriate disciplinary action ranging from a verbal warning to termination.

Signature: _____ Date: _____