

# Statement of Business Ethics

This Statement of Business Ethics (the Statement) provides guidance about what our partners, contractors, subcontractors, and suppliers can expect when conducting business with the Department of Planning, Lands and Heritage (the Department) and the ethical standards we apply. It also sets out our expectations of those who do business with us.

The Department is responsible for State-level land use planning and management, Aboriginal cultural heritage and historic heritage. We plan and manage land and heritage for all Western Australians to conserve our past, protect our unique landscapes, nurture the present and plan for the future.

The Department observes the highest ethical standards and integrity at all times and expects the same from those doing business with us.

| What you can expect from us   | What we expect from you  |
|---|--|
| <p>We will:</p> <ul style="list-style-type: none"> <li>• act in accordance with the <a href="#">Public Sector Code of Ethics</a>, our <a href="#">Department Values</a> and our <a href="#">Code of Conduct</a>;</li> <li>• comply with any legislation, regulation, policies and procedures set for the public sector;</li> <li>• act with transparency and treat you with fairness and respect;</li> <li>• protect and responsibly manage the Department's and State's resources;</li> <li>• not seek gifts, financial benefits, non-financial benefits, or incentives for performing our official duties;</li> <li>• declare and manage any situations that involve or could be perceived to involve a conflict of interest;</li> <li>• protect commercial in-confidence information;</li> <li>• work cooperatively with you to resolve any disputes; and</li> <li>• report unethical behaviour, misconduct and corruption.</li> </ul> | <p>You will:</p> <ul style="list-style-type: none"> <li>• become familiar with this Statement;</li> <li>• act lawfully;</li> <li>• act with integrity, being fair and respectful in your dealings with us;</li> <li>• act responsibly when using the Department's resources;</li> <li>• understand and comply with policies, procedures and practices, conditions and requirements stated in documents supplied by us;</li> <li>• act in accordance with the terms and conditions of any contracts;</li> <li>• not offer our staff any gifts, financial benefits, non-financial benefits or incentives;</li> <li>• manage business risks to prevent fraud and corruption;</li> <li>• declare any actual, potential and perceived conflicts of interest;</li> <li>• treat all information you receive from us as confidential unless otherwise indicated;</li> <li>• respect our intellectual property rights and formally negotiate any use of them; and</li> <li>• report unethical behaviour, misconduct and corruption involving the Department's staff or those contracted by the Department.</li> </ul> |

# Reporting Concerns

Any enquiries about this Statement or concerns about the Department's staff not upholding the expectations of this Statement can be emailed to [info@dph.wa.gov.au](mailto:info@dph.wa.gov.au).

Alternatively, you can report wrongdoing through one of the pathways listed below.

## Public Interest Disclosure

The [Public Interest Disclosure Act 2003](#) enable people to make disclosures about wrongdoing in the WA government sector without fear of reprisal and protects them when they do.

If you wish to lodge a public interest disclosure, we encourage you to contact one of our [Public Interest Disclosure](#) officers. All contact and discussions are treated with the strictest confidence.

## Minor Misconduct

To report suspected [minor misconduct](#) by a public officer to the Public Sector Commission, fill out the [online form](#) or contact or phone (08) 6552 8888, or email [integrity@psc.wa.gov.au](mailto:integrity@psc.wa.gov.au).

## Serious Misconduct

The Corruption and Crime Commission (CCC) assesses, investigates, and exposes [serious misconduct](#) in the WA public sector. You can report corruption to the CCC [online](#) or by phone 1800 803 186, or email [reportcorruption@ccc.wa.gov.au](mailto:reportcorruption@ccc.wa.gov.au).

## Questions

For further information about this Statement, please email [info@dph.wa.gov.au](mailto:info@dph.wa.gov.au).