



Maitland & Beyond Family History Inc.
P.O. Box 247,
Maitland NSW 2320
Phone: (02) 49051878
Email: admin@mbfh.org.au

Code of Conduct

Purpose:

The purpose of this document is to set out the standards of behaviour expected of Members of Maitland and Beyond Family History Inc. (MBFH)

It also incorporates the use of electronic and other media used by members.

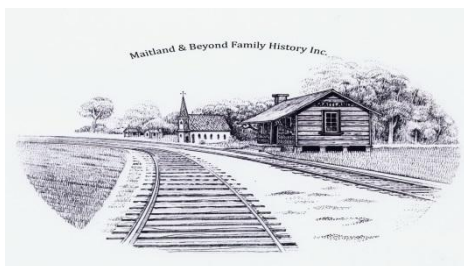
In accepting membership, I agree to adhere to these codes at all times:

- MBFH members and Committee members should treat each other with respect and courtesy at all times.
- Phone, email and internet facilities provided by MBFH should only be used for the purpose of MBFH activities and business.
- Members should refrain from the use of unsolicited materials to other members which do not pertain to MBFH business.
- There should be no creating and circulation of emails critical of other members of MBFH, or which may be considered offensive and / or distressing to others.
- I will not gain materially or financially from my involvement with MBFH unless specifically authorised to do so. When claiming approved expenses I will do so in accordance with MBFH procedures.
- Members are not to enter into arrangements that the Organisation may be responsible for without the prior approval of the Executive of the day.

- That where a member has not completed a current membership form which includes acceptance of the governing rules and codes of the MBFH, and if they fail to do so when requested by the Committee, their membership be suspended for a period of time, at the discretion of the Committee.

Adopted by resolution of the Committee on April 2026

With thanks to The Australasian Federation of Family History Organisations Inc. (AFFHO 2019)



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Code of Ethics

Maitland and Beyond Family History Inc. (MBFH) and its members are conscious that collecting and sharing information about people, living and deceased, is an essential element of family history research.

Responsible family history researchers respect the law and the feelings of others and will always:

- Seek by all reasonably available means to inform themselves about the legal principles in force from time to time governing the protection of copyright and personal privacy;
- Observe the legal rights of copyright owners by copying or distributing any part of their works only with their permission, or to the extent allowed under copyright law's *fair use* provisions;
- Be sensitive to the hurt that revelations of criminal, immoral, bizarre or irresponsible behaviour may bring to family members;
- Obtain specific consent from living people that they are agreeable to further sharing of information about themselves;
- Inform people who provide information about their families of the ways it may be used, carefully recording and observing any conditions they may impose about its use; and
- Recognize that legal rights of privacy may limit the extent to which information from publicly available sources may be further used, disseminated or published.

Note!

That members and non-members recognise that all information collected by MBFH not subject to copyright elsewhere, is copyright © Maitland and Beyond Family History Inc. and no information is to be used for any purpose (except as legally allowed for personal and educational use) unless MBFH gives its prior written consent to the intended use.

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