



AUSTRALIAN
INTERNATIONAL
DOCUMENTARY
CONFERENCE



INDIGENOUS DOCUMENTARY PLACEMENT

Presented by ABC and Northern Pictures in conjunction with AIDC

TERMS & CONDITIONS

1. In submitting this application, the applicant agrees to be bound by the rules and terms and conditions as set out by the Australian International Documentary Conference.
2. Applications received after the closing date will not be considered.
3. The ABC requires the successful candidate to enter into an employment agreement on terms acceptable to the ABC for the duration of the ABC placement.
4. During the ABC placement, the successful candidate will be subject to the ABC's employment terms and conditions and must comply with the ABC's Code of Conduct, Values and Standards of Workplace Behaviour and all other ABC Policies as amended from time to time, including:
 - [ABC 5 year plan](#)
 - [Elevate RAP 2019-22](#)
 - [D&I Plan 2019-22](#)
 - [ABC Editorial Standards | About the ABC](#)
5. Northern Pictures will require the successful candidate to enter into an employment agreement on terms acceptable to Northern Pictures for the duration of the placement.
6. During the Northern Pictures placement, the successful candidate will subject to Northern Pictures employment terms and conditions and must comply with the Northern Pictures Code of Conduct (see on following page).
7. By submitting your application, you hereby warrant that all information submitted by you is true, current and complete. AIDC reserves the right to verify the eligibility of all entrants.



NORTHERN PICTURES CODE OF CONDUCT

Introduction

Northern Pictures is committed to the highest standards of integrity, ethics, professionalism and achievement.

This Code of Conduct sets out our expectations of each other and the people retained to act on our behalf. It may change or be supplemented with other Codes of Conduct and Policies from time to time. You will be notified of any such changes and additional Codes and Policies.

Honesty, Integrity and Professionalism

Everything we do is done honestly, with integrity and to the highest standards of professionalism and performance.

A Safe, Respectful, Inclusive Workplace

We show courtesy and respect for colleagues and the people with whom we do business. We want all Northern Pictures people to have a voice in the work they do and not to be afraid of expressing their ideas. We comply with Northern Pictures' Workplace Discrimination, Harassment, Sexual Harassment and Bullying Policy and Code of Practice.

Legal and Financial Compliance

We make sure we know and comply with laws and regulations that apply to us, everywhere we do business. We prepare our business records and financial reports with integrity and honesty, whether they are externally reported or used internally to oversee the Northern Pictures' operations. We report concerns about financial, accounting, and auditing matters, as well as issues regarding business records, through the appropriate Northern Pictures channels.

Ethical Business Practices

We try to do business with suppliers, third parties, and business partners that enhance our level of service and provide products and services of quality. We seek suppliers who share our commitments to human rights (including labor rights), diversity, and ethical and sustainable business practices. The following activities are inherently unethical and most likely illegal. We do not engage in them.

Undisclosed Conflicts of Interest

In our work, we don't put personal gain ahead of Northern Pictures' interests or engage in activities through which we benefit, or might appear to benefit, to Northern Pictures' detriment. For example, we do not have secret interests in suppliers or customers, take commissions on Northern Pictures transactions or accept personal gifts in return for business from Northern Pictures.

Bribery and Corruption

We follow ethical business practices throughout the world in our dealings with public officials, other companies and private citizens. We do not seek to influence them, directly, indirectly, or through a third party, through the payment of bribes or kickbacks or any other unethical payment. We do not offer, promise or give anything of value to any person if the purpose is to improperly influence the recipient to take or fail to take action that would give Northern Pictures a commercial benefit or advantage. We strive to avoid even the appearance of improper influence.



Protection of Northern Pictures Assets and Information

Northern Pictures' success depends on how we develop and use its assets. We are personally responsible for the proper use and protection of Northern Pictures assets and information in our care, including our buildings and equipment, our ideas, our proprietary information and records and the Northern Pictures brands themselves.

Responsible Communication

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Our communications on behalf of Northern Pictures and when we are using Northern Pictures systems should be professional, respectful and appropriate. Outside Northern Pictures, we do not discuss Northern Pictures or disclose information about its people or activities that may damage Northern Pictures' reputation or the reputation of a colleague or another person with whom we do business. Only authorized people at Northern Pictures may speak with the media or comment publicly on its behalf.

Reporting Rights and Responsibilities

We report when we observe a violation, or what reasonably appears to be a violation, of the law, this Code, or Northern Pictures policies and guidelines. We use these reporting rights responsibly, without intending to harass others or to report trivial matters. We do not knowingly and willfully make false, fictitious statements or representations.

We can raise questions or concerns or make a report to others at Northern Pictures (to our supervisors, the Managing Director, the Legal Department or any Director of Northern Pictures) or Blue Ant Media (at www.blueantmedia.ethicspoint.com). We will willingly assist in any investigation by Northern Pictures or Blue Ant Media into the breach of this Code.

No Retaliation

Northern Pictures does not tolerate retaliation against those who report suspected violations. Retaliation must be reported immediately so that Northern Pictures can investigate promptly and take appropriate action.

Commitment to this Code and Other Codes and Policies

We respect this Code and any other Codes of Conduct and Policies that Northern Pictures adopts from time to time and apply them to all our work.

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