



THE AUSTRALASIAN COLLEGE
OF DERMATOLOGISTS

Responsible Business Practice – Governing Policy

1. PURPOSE OF POLICY

The Australasian College of Dermatologists is committed to responsible business practice. As a provider of medical education and training, and as the leading authority in Australia for dermatology, we aim to do so sustainably and acting with integrity, diligence and transparency, in the interests of our stakeholders and the wider community.

We are committed to fulfilling our corporate objectives in a manner that is ethically, legally and financially responsible, to pursuing socially and environmentally responsible business practices that contribute to sustainability, and to fostering such practices in our Fellows and trainees. The values of leadership, professionalism, inclusiveness, integrity, progressiveness and accountability are the foundation of our activities.

This policy sets out the principles and practices to which College aspires, so that College can achieve the highest standards of responsible business practice and maximise our positive overall impact on society and the environment.

2. CONTEXT

The College has considered both the approaches of Corporate Social Responsibility (CSR) and Environmental Social and Governance (ESG) in outlining its approach. Whilst not denying the place CSR occupies for businesses, College as an organisation does not have to search for how it might be socially responsible as it was formed with a strong and clear social purpose. However, while adhering to sound principles of corporate governance, College should continually strive to reflect upon and refine our social purpose goals.

We recognise that a successful responsible business strategy relies on the ability of College to create value for our members and the communities they serve, build legitimacy, relevance and trust through best practice approaches and open and transparent communications, and to manage our risks. As a member organisation, engagement with Fellows and trainees will be key to aligning our activities with the priorities and sentiments of our membership.

3. POLICY SCOPE

This policy applies to all staff, Fellows and trainees.

4. DEFINITIONS

- **Corporate Social Responsibility (CSR)** is a business approach that contributes to sustainable development by delivering economic, social and environmental benefits for all stakeholders. It is about how organisations take account of their economic,

social and environmental impacts in the way they operate – maximising the benefits and minimising the downsides. It touches on a range of areas including human rights, corporate governance, health and safety, environmental effects, working conditions and social and economic development.

- **Environmental Social and Governance (ESG)** are the criteria and measures by which an organisation measures its impact.



- **Sustainable development** focuses on meeting the needs of the current generation without compromising the ability of future generations to meet their own needs.

5. PRINCIPLES

The key principles of College's Responsible Business Practice policy are to:

Governance

- Act ethically, with integrity and cultural sensitivity, employing clear standards and systems of corporate governance in order to make effective decisions, comply with the law, and meet the short term and long term needs of internal and external stakeholders
- Integrate CSR/ESG/sustainability principles as a core component of business activity, through the strategic plan, operational plans and risk management, so that the principles form part of the objectives and decision-making processes of College.
- Be accountable and transparent by reporting on our CSR/ESG/sustainability performance through reporting mechanisms that draw on internationally recognised frameworks for CSR, ESG and sustainability reporting.

Social

- Continue to provide evidence-based sustainable solutions that reflect the priorities of the membership as a whole and maximise College's positive social impact.
- Respect fundamental human rights and the dignity of people by actively promoting equal opportunity, equality, diversity and inclusion including in the Australian context, the rights of Aboriginal and Torres Strait Islander peoples
- Promote health, safety and wellbeing of staff, Fellows, trainees, teachers and supervisors and the communities they serve

- Increase capability and capacity by developing skills and facilitating access to professional opportunities for Fellows, Trainees, staff, health professionals and for patients and communities.
- Ensure ethical, sustainable procurement, building relationships with stakeholders that share our desire to make a positive impact on society and the environment.

Environment

- Understand how our business and that of our members affects, and is affected by, the environment and look for opportunities to maximise our positive impact and minimise any negative impact.
- Ensure environmentally sustainable practices — limiting greenhouse emissions, championing a circular economy (reuse, share, repair, repurpose, recycle), using water responsibly, reducing pollution.

6. POLICY STATEMENTS

6.1. Approach

The following framework approach will be used in decision-making in relation to the Responsible Business Practice policy:

- (a) Engagement and communication: key internal and external stakeholders will be identified and engaged in open, frank and respectful conversations about priority issues, the importance of CSR/sustainability, value creation, and progress against goals.
- (b) Understanding where we can create value: national and international CSR and sustainable development frameworks will be referred to in the identification of our role in creating shared value and positive change.
- (c) Spheres of influence: Opportunities across our spheres of influence will be considered in College business operations, driving cultural change and best practice across our profession; and the actions and influence of College as the national peak membership organisation and leading authority in Australia for dermatology.
- (d) Defining priorities: Opportunities will be assessed and prioritised based on the decision-making criteria set out in this policy. This will include assessment of positive and negative, current and potential, economic, environmental and social impacts.
- (e) Goal setting: Tangible actions and goals will be set, balanced against internal resourcing, and will aim to align these with national and international CSR/sustainable development frameworks.
- (f) Integration: CSR and sustainability will be integrated into core business and governance by evolving existing policies or programs and/or developing new ones. Some opportunities may be best progressed through existing committees, while other issues may require a dedicated, time-limited group to be established.

- (g) Collaboration: To pursue shared objectives or address systemic challenges, engagement in partnerships within and outside our sector and with governments may be undertaken.
- (h) Supporting a culture of innovation and best practice: Innovation and groups leading by example, provide forums for information sharing and champion change makers will be supported.
- (i) Measuring and communicating impact: The importance of transparency and reporting on performance will be recognised and will draw upon national and international reporting frameworks to track and report on progress.

6.2. Governance

- (a) Ultimate accountability for College's Responsible Business Practice policy and framework rests with the ACD Board.
- (b) The CEO is accountable for integration of sustainability and corporate social responsibility into College's business operations and will be subject to the usual business planning and budgetary processes.
- (c) Sustainability/CSR proposals deemed by staff to be of low-medium risk will be sent to the relevant committee for assessment and advice. Proposals deemed by staff and/or the relevant committee to be of high risk or have strategic implications will be sent to the Board for consideration.
- (d) For new areas of focus, the Board may approve the establishment of a time-limited group to provide advice, develop the business case and/or support implementation.
- (e) Any public positions or statements require Board approval in accordance with existing procedures.
- (f) Proposed Sustainability/CSR strategies actions will be evaluated against the following criteria and risk analysis:
 - Evidence-base
 - Alignment with vision, mission and values
 - Alignment with and risks to strategic goals
 - The topic addressed (skin health, health broadly, unrelated to health)
 - Potential impact of the opportunity
 - Impact on current generation/future generations; short and long term impact
 - Intent and likelihood of achieving desired outcome
 - Member response and sentiment regarding the topic or organisation i.e. potential benefit to the profession versus member engagement risks
 - Risks in not pursuing opportunity i.e. reputational risks from inaction, lack of influence and relevance, failure to lead or provide authority
 - College's credentials in this area – leading by example?

- Feasibility and resource requirements

(g) An annual report will be prepared for the Board, with input from relevant committees and staff, on the state of progress.

7. APPROVAL AUTHORITIES AND REPORTING REQUIREMENTS & RESPONSIBILITIES

The following authorities are delegated under this policy:

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|--------------------------------------|--|------------------------|--------------------------|------------------------|
| Policy | Approve new policy and major amendment | | Approve minor amendments | |
| | Authority | Reporting Requirements | Authority | Reporting Requirements |
| Responsible Business Practice Policy | Board | N/A | Board | N/A |

CONTROL REQUIREMENTS

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|----------------------|-------------------|
| Policy Number: | GOV108 |
| Approval Authority: | Board |
| Responsible Officer: | CEO |
| Designated Officer: | DCEO |
| First approved: | 25 September 2020 |
| Effective Start date | Oct 2020 |
| Review date | Oct 2022 |

HISTORY

| Version | Date | Summary of changes |
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RELATED DOCUMENTS