



## **Dignity & Respect Policy**

### **Purpose**

At Ayrshire Business Women (ABW), we are committed to fostering a welcoming, inclusive, and empowering environment where every member, guest, and committee member feels respected, valued, and safe. To achieve this, we must ensure that our community operates with integrity, kindness and accountability at every level.

Members of ABW contribute to the reputation and integrity of our organisation at all times. While certain activities may be formally organised by ABW, members' behaviour in any setting where their association with ABW could reasonably be recognised, may reflect on the network as a whole.

For this reason, we expect all members to uphold the principles of this Dignity & Respect Policy whether they are representing ABW directly or indirectly. This includes participation in external events, meetings, or activities connected to our wider ecosystem — such as those hosted by the Association of Scottish Businesswomen, fellow affiliate networks, local Chambers of Commerce, partner organisations, or similar professional networks.

By maintaining high standards of conduct in all relevant contexts, members help protect ABW's reputation, foster trust within the community, and ensure that our values are consistently demonstrated in every space where we show up.

This policy outlines the standards of conduct expected within our network and the procedures for addressing behaviour that falls short of these standards.

### **Our Commitment**

ABW is more than a professional network — it is a community built on mutual support, collaboration, and celebration. We believe in lifting each other up, honouring diverse voices, and creating spaces where dignity and respect are non-negotiable.

### **Scope**

This policy applies to:

- All ABW members
- Guests attending ABW events or engaging with our platforms
- Committee members (including office bearing roles) and volunteers representing ABW

### **Expected Standards of Behaviour**

We expect all individuals associated with ABW to:

- Treat others with courtesy, kindness, and professionalism;



- Communicate openly, respectfully, and inclusively;
- Celebrate the achievements and contributions of others;
- Uphold integrity in all interactions, both online and in person;
- Create safe spaces where everyone feels heard and supported.

### **Unacceptable Behaviour**

The following behaviours are not tolerated within ABW:

- Bullying, intimidation, or exclusionary tactics;
- Harassment of any kind — verbal, physical, or digital;
- Disrespectful, discriminatory, or aggressive conduct;
- Behaviour that undermines the integrity or reputation of ABW.

### **Addressing Concerns**

If an individual's behaviour is found to be inconsistent with this policy:

1. They will be approached privately and respectfully by a designated committee member;
2. They will be given an opportunity to reflect, respond, and remedy the situation;
3. If the behaviour persists or is deemed severe, the individual may be asked to leave the network.

All concerns will be handled with discretion, compassion, and a commitment to fairness.

### **Upholding Our Values**

Upholding dignity and respect is essential to delivering ABW's aims: empowering women in business, fostering meaningful relationships, and building a community where every member feels safe, heard, and inspired.

This policy ensures that our values are lived, not just stated — guiding our behaviour, strengthening our network, and enabling ABW to continue making a positive impact across Ayrshire and beyond.

Our values:

- Integrity
- Professionalism
- Trust
- Empowerment