

Capit. Tous Cens qui res pntez lies deuoit ou orrot Elemt le hardy baillif de Nre se le Roy deusletie en  
lelle de Nre baillif en dien sachet tout q lay de q ce nul m<sup>re</sup> m<sup>re</sup> q onze le lundy pchayn quat la feste du se<sup>r</sup> p<sup>r</sup> benest  
soy compent en droit a se<sup>r</sup> clemt pdenat nous cest a luyoz guille le boudon le quel guille nous pcondit & moastia d'itane  
oye escripte en papier sac & antie no corumpie non canceller sans autie faite long temps adnat de ce hec entre  
de guille le boudon & p<sup>r</sup>ym le Jane & Jehanne la sac de la quelle oye la tenu<sup>r</sup> en sint. Luy de vice nul m<sup>re</sup> quatre vint  
et deuly le se de la feste de leparatoy se<sup>r</sup> coys fust fute oye en laudience de la proesse de se<sup>r</sup> clemt entre Guille le boudon  
d'une pte et p<sup>r</sup>ym le Jane et Jehanne sa sac d'autre p<sup>r</sup>ym q la dite Jehanne o l'autortey de sond mary bailla redca  
delessa affyn de heritage de elle & de se<sup>r</sup> hec and guille & esoyent v<sup>r</sup> messon et mesnage qtenat m<sup>re</sup> veyez de terre ou enyeo  
se ante la dite messon & mesnage ou sien du pris de se<sup>r</sup> clemt par le pas et se<sup>r</sup> de douze rabot de font payant a la feste  
saint michel du mont de gurganne annuellement cest a sanoye au po de se<sup>r</sup> clemt m<sup>re</sup> cab a collon byson de se<sup>r</sup> lauzens  
quatre rabot et a g<sup>r</sup>oze le boudon v<sup>r</sup> rabot Et sollyca la dite Jehanne o l'autortey s<sup>r</sup>nd temz & s<sup>r</sup>ndz lad<sup>r</sup> messon et mesnage  
franche & qte de toutes rentes & redentaryz gronz s<sup>r</sup>me le debuez de la signorie rest a sanoye d'ung rapon po s<sup>r</sup> de rapart  
et vint compte & p<sup>r</sup>oyent po led<sup>r</sup> mesnage & led<sup>r</sup> guille doib<sup>r</sup> poyez affyn de heritage a se<sup>r</sup> gallie en cas de se<sup>r</sup> sa sac pour  
le camp deues leest d'ud mesnage m<sup>re</sup> de vint Et fust fute la dite oye en la p<sup>r</sup>se de se<sup>r</sup> thas cotil file d'ronet se<sup>r</sup> le d'ez  
mary le clere philpot boudon guille d'ambert lauzens cotil se<sup>r</sup> bandayn se<sup>r</sup> aucte filz guille se<sup>r</sup> chazard & plusieurs autres  
gentz d'ung de se<sup>r</sup> Et cy celle me<sup>r</sup> ystanc de droit le denat d' guille Mont V<sup>r</sup>gnist q c<sup>r</sup>ment s<sup>r</sup>me plus<sup>r</sup> testmoynt  
d'ung de se<sup>r</sup> qui p<sup>r</sup>ent estoyent po sanoye & rapporte deutes se la dite oye estoyt deays les quels testmoynt bien & debent  
sinceres car cy tel cas appert est arouffimey no<sup>r</sup> rapporte que la soy & s<sup>r</sup>nt de leurs corps q la dite oye estoyt deues  
ne puis ne maris car il est cotem et de clary on denat det papier et esrut fait en laudience dite audience lay & se<sup>r</sup> s<sup>r</sup>nd  
de la quelle chisse led<sup>r</sup> Guille no<sup>r</sup> V<sup>r</sup>gnist lie Et nous aduit d' baillif luy octrasine. En testmoynt de ce no<sup>r</sup> nous  
seclley rez lies du secl de Nre baillie de ceste dite yle de Jersey. Qui a te se<sup>r</sup> poynt de se<sup>r</sup> Vaulyn Lempe se<sup>r</sup>  
du Marec sur du Roy d'ung rez de se<sup>r</sup>

# SOCIÉTÉ JERSIAISE

Code of Conduct – For Everyone

March 2026



SOCIÉTÉ  
JERSIAISE

## 1. Introduction

The Société Jersiaise holds a special and celebrated place at the heart of the Island's important heritage sector. As a responsible, inclusive and professionally minded organisation, the Société should always seek to conduct itself appropriately, both internally and externally when interacting with others. Achieving this means that everyone associated with the organisation follows proper and understood standards of behaviour and conduct.

### **What is a code of conduct?**

A code of conduct is a widely used method of establishing and communicating acceptable and consistent standards of behaviour and conduct within organisations. It explains what is reasonably expected from individuals when involved with or representing an organisation. It further helps create clear and common understanding of what is generally considered acceptable and unacceptable behaviour and conduct. This includes when being personally involved with the organisation, when engaging with others and if taking on responsibilities and being accountable.

### **Why does the Société need a code of conduct?**

Organisations are groups of individuals coming together to achieve a common purpose through a coordinated approach. People invariably have different ways of engaging, communicating and working with others, which may lead to misunderstanding, disagreement and even conflict. There have been examples of these types of outcomes within the Société.

Providing a code of conduct helps set (or reset) a baseline awareness and agreement on how people associated with the Société should behave when generally involved with others in the organisation or when carrying out common Société activities. Having a code of conduct also aligns with generally accepted organisational best practice, which

is important for compliance purposes and for helping attract and retain members, employees and volunteers.

### **Who does the code of conduct apply to?**

The code applies to everyone directly associated with the Société – it is a common set of expected standards which apply without exception. However, different groups within the Société need additional understanding on standards that apply more specifically to their roles or duties. For this reason, the code of conduct is structured to accommodate different groups, which are:

- Standards for everyone
- Standards for section members
- Standards for volunteers
- Standards for employees
- Standards for Board members

This document contains the standards for everyone.

## 2. Standards for everyone

The following standards apply to everyone directly associated with the Société including its members.

### Personal commitment

**Standard 1a** You should avoid doing anything that might cause harm to the Société or that brings the organisation into disrepute.

### Engaging with others

**Standard 1b** You should always aim to act considerately when involved with the Société and treat others, both within the organisation or those who have contact with it, with courtesy and respect.

### Responsibility and accountability

**Standard 1c** You should comply with any applicable external laws, guidance or codes of practice when involved in Société activities and act in accordance with any internal Société rules and requirements.

### 3. Complaints process

The code of conduct is not a legal document or contract, but an explanation of the general standards of behaviour that everyone associated with the Société should be reasonably expected to achieve. It is made under Rules 13 and 41 of the Rules of the Société Jersiaise (2025).

It is important that the Société upholds the code of conduct, however, and that a fair and transparent process exists for anyone who may not have reached the expected standards. The Société has documented this process to ensure it is always followed.

#### **Raising concerns about someone's behaviour**

Anyone associated with the Société can raise concerns about the behaviour of a member. All concerns will be taken seriously and handled confidentially (unless there is a legal reason to inform others outside the Société).

The first point of contact is the Société's CEO, unless circumstances rule out this option. In this case a complainant can contact the Société's President, one of the Vice Presidents or a Board Member.

On receiving a complaint, the CEO (or other recipient) will first consider the concerns raised to ensure they fall within the standards of behaviour contained in the code of conduct. They may discuss with the person raising concerns and/or the member who is the subject of those concerns to better understand the circumstances.

If the CEO (or other recipient) believes that the standards of behaviour contained in the code of conduct may not have been followed, they will advise the member who is the subject of the complaint and inform the Board. In the event of a serious matter, the Board may decide it appropriate to suspend the member's involvement with the Société in accordance with the Rules of the Société Jersiaise (2025) pending conclusion of the investigation.

#### **Investigating a complaint**

To ensure fair process, the Board will appoint a suitable independent investigating committee with relevant experience to consider the complaint, following a process and timetable they consider suitable. Upon completing their investigation, the committee

will decide on an appropriate outcome, which will be shared with the member who is the subject of the investigation.

The member will have an opportunity to review and comment on the investigating committee's findings before it provides its report to the Board, which the member also receives. The member will have an opportunity to challenge the findings before the Board, which will decide to accept the findings or modify them in light of any challenge.

The Board's decision on the matter will be considered final.