



## CODE OF CONDUCT

### Statement on Integrity, Lifestyle and Ethical Conduct

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This code of conduct describes standards to guide us in our daily Church activities, within the STN Group. We believe that these standards are already being followed. Our goal is to commit them to writing and to ensure that they are understood and followed by the employees of St. Thomas Church.

The Church is committed to the highest ethical and professional standards of conduct as an integral part of its mission: the advancement of the Gospel. To achieve this goal, The Church relies on each employee's honesty, integrity, ethical behavior, and good judgment. Each staff member should demonstrate respect for the rights of others; and each staff member is accountable for his or her actions.

Honesty, integrity, ethical behavior, and good judgment are not merely "on-the-job" requirements. St. Thomas Church employees are selected based on their commitment to Christ, in addition to their particular job skills. A commitment to Christ entails a willingness to be an "ambassador for Christ" (Ephesians 6:20), and living a life "worthy of the Lord" (Colossians 1:10; 1 Thessalonians 2:12) — off the job as well as during business hours.

St. Thomas employees must at all times live lives of purity and truth in accordance with God's Word. Each staff member is responsible for living in a manner that is in keeping with scriptural standards of conduct, acceptable in God's sight (see, for example, Galatians 5:16-26; Colossians 3:1-14; 1 Thessalonians 4:1-8). This is not just a matter of representing The Church well; it is a matter of representing the Lord.

All funds and property received and administered by the churchwide organisation are entrusted to The Church by God through the faithful financial support of STN members and friends. The highest degree of stewardship and fiduciary responsibility is expected of all staff members, including the receiving, reporting, and use of funds, property, and time. Employees are responsible for complying with applicable laws, regulations, and church wide policies and procedures.

## **Standard of Conduct**

Employees of the STN Church including the Trust and Trading strands of church have a twofold responsibility:

1. To represent well our churches, ministers, and members throughout the locality and far and wide.
2. To be a model of biblical standards of ethical, moral, and professional conduct when carrying out the business of the STN Church.

A reputation for integrity, fairness, and openness is one of the most difficult assets to earn and one of the easiest to lose. We do not intend to lose it. We wish to maintain the confidence of our ministers, members, employees, lending institutions, suppliers, and other constituencies. In our communication and in our conduct, we will be clear and without guile, avoiding exaggeration, overstatement, and boastfulness.

In fulfilling such a high calling, the conduct of each employee is to exemplify excellence in Christian character, personal and professional activity, and faithful service to the Kingdom of God.

While it is hoped and believed that everyone at STN Church will always fulfill these obligations in a manner consistent with all laws, there may come a time when an employee believes that the law has not been followed. If an employee reports any such conduct to the appropriate authorities, STN church will not take any adverse action or retaliate against this employee. Any employee who is concerned about the legality of any activity is encouraged to discuss the concern with any member of management — up to and including the Vicar of St. Thomas Church.