



Assessment 1 Information

Subject Code:	MBA402
Subject Name:	Governance, Ethics and Sustainability
Assessment Title:	Code of Conduct
Assessment Type:	Code of Conduct
Choose an item.:	2,000 Words (+/-10%)
Weighting:	30 %
Total Marks:	30
Submission:	Via Turnitin
Due Date:	Week 7

Your Task

You are required to research recent news articles and other information about **Retail Food Group**.

Here is an example of a recent news article describing some of the corporate governance issues at **Retail Food Group**:

<https://www.news.com.au/finance/business/retail/cant-change-the-past-retail-food-group-boss-on-how-he-plans-to-save-the-scandalplagued-franchisor/news-story/0c1b7f2bd56e7fe619654f78b9bae577>

You must then **draft a Code of Conduct** for **Retail Food Group**

Assessment Instructions

Your **Code of Conduct** for **Retail Food Group** must specifically address:

- A. Discrimination
- B. Exploitation
- C. Corruption
- D. Dishonest and Fraudulent Behaviour
- E. Whistleblower Protections
- F. Enforcement

You will be required to include a minimum of 15 references in your Code of Conduct at least 5 of which must come from academic journals or textbooks.

For further guidance here are the links to three example company codes of conduct:

1. Wesfarmers - <http://www.wesfarmers.com.au/docs/default-source/corporate-governance/code-of-conduct---may-2015.pdf?sfvrsn=8>
2. Stockland - <https://www.stockland.com.au/about-stockland/corporate-governance>
3. Woolworths - http://www.woolworthsgroup.com.au/icms_docs/183764_Code_of_Conduct.pdf



Important Study Information

Academic Integrity Policy

KBS values **academic integrity**. All students must understand the meaning and consequences of cheating, plagiarism and other academic offences under the Academic Integrity and Conduct Policy.

What is academic integrity and misconduct?

What are the penalties for academic misconduct?

What are the late penalties?

How can I appeal my grade?

Click here for answers to these questions:

<http://www.kbs.edu.au/current-students/student-policies/>.

Word Limits for Written Assessments

Submissions that exceed the word limit by more than 10% will cease to be marked from the point at which that limit is exceeded.

Study Assistance

Students may seek study assistance from their local Academic Learning Advisor or refer to the resources on the MyKBS Academic Success Centre page. Click [here](#) for this information.



Assessment Marking Guide

Criteria	F (Fail) 0%-49%	P (Pass) 50%-64%	CR (Credit) 65%-74%	D (Distinction) 75% - 84%	HD (High Distinction) 85%-100%	Mark
Assessment Content (Subject Specific) OUT OF 80 MARKS						
Code of Conduct Discrimination	Code of Conduct does not adequately explain the concept of discrimination. Code of Conduct fails to expressly prohibit discrimination.	Discrimination is sufficiently explained in the Code of Conduct. Discrimination is expressly prohibited but more information required to clarify the forms of behavior that amount to discrimination.	Specific examples of discrimination are included in the Code of Conduct to support accurate explanation. Express prohibition of discrimination included making it clear that specific examples of behavior provided are in breach.	A detailed explanation of the concept of discrimination is provided for in the Code of Conduct supported by relevant examples. Such discrimination is expressly prohibited by the Code of Conduct.	Discrimination is comprehensively explained and supported by directly relevant examples. Such discrimination is expressly prohibited by the Code of Conduct with cross reference made to potential sanctions in the Enforcement section.	/4
Code of Conduct Exploitation	Little to no discussion of the meaning of exploitation. No express prohibition of exploitation in Code of Conduct.	Code of Conduct includes adequate outline of the concept of exploitation. Express prohibition of exploitation is included but further details are necessary to better illustrate what forms of exploitation will not be tolerated in the organization.	Exploitation is clearly explained in the Code of Conduct with specific examples included. Exploitation is expressly prohibited and a direct reference is made to examples provided as being in breach.	Elaborate explanation of the concept of exploitation is provided for in the Code of Conduct and supported by helpful examples. Exploitation is expressly prohibited by the Code of Conduct.	Exploitation is thoroughly explained and supported by multiple relevant examples. The Code of Conduct expressly prohibits exploitation and refers to potential sanctions in the Enforcement section.	/4
Code of Conduct Corruption	Code of Conduct does not adequately explain the concept of corruption. Code of Conduct fails to expressly prohibit corruption.	Corruption is sufficiently explained in the Code of Conduct. Corruption is expressly prohibited but more information required to clarify the forms of behavior that amount to corruption.	Specific examples of corruption are included in the Code of Conduct to support accurate explanation. Express prohibition of corruption included making it clear that specific examples of behavior provided are in breach.	A detailed explanation of the concept of corruption is provided for in the Code of Conduct supported by relevant examples specifically including corrupt activity. Such corruption is expressly prohibited by the Code of Conduct.	Corruption is comprehensively explained and supported by directly relevant examples including corruption. Such corruption is expressly prohibited by the Code of Conduct with cross reference made to potential sanctions in the Enforcement section.	/4
Code of Conduct Dishonest & Fraudulent Behaviour	Little to no discussion of the meaning of dishonest and fraudulent behaviour. No express prohibition of dishonest and fraudulent behaviour in Code of Conduct.	Code of Conduct includes adequate outline of the concept of dishonest and fraudulent behaviour. Express prohibition of dishonest and fraudulent behaviour is included but further details are necessary to better illustrate what forms of dishonest and fraudulent behavior will not be tolerated in the organization.	Dishonest and fraudulent behaviour is clearly explained in the Code of Conduct with specific examples included. Dishonest and fraudulent behaviour is expressly prohibited and a direct reference is made to examples provided as being in breach.	Elaborate explanation of the concept of dishonest and fraudulent behaviour is provided for in the Code of Conduct and supported by helpful examples specifically including dishonest and fraudulent behavior. Dishonest and fraudulent behaviour is expressly prohibited by the Code of Conduct.	Dishonest and fraudulent behaviour is thoroughly explained and supported by multiple relevant examples including dishonest and fraudulent behavior. The Code of Conduct expressly prohibits dishonest and fraudulent behaviour and refers to potential sanctions in the Enforcement section.	/4
Code of Conduct Whistleblower Protections	Code of Conduct does not adequately explain the concept of whistleblower or the need for adequate protections. Code of Conduct fails to expressly provide for whistleblower protections.	Whistleblowing is sufficiently explained in the Code of Conduct with consideration of the need for protections. Whistleblower protections are expressly provided for but more protective measures required to encourage whistleblowers to come forward.	Specific examples of whistleblowing are included in the Code of Conduct to support accurate explanation. Express provision of whistleblower protections included making it clear that specific examples of behavior provided are entitled to protection.	A detailed explanation of the concept of whistleblowing is provided for in the Code of Conduct supported by relevant examples. Such whistleblowing is expressly protected by the Code of Conduct.	Whistleblowing is comprehensively explained and supported by directly relevant examples. Such whistleblowing is expressly protected by the Code of Conduct with cross reference made to potential sanctions in the Enforcement section.	/4
Code of Conduct Enforcement	Little to no discussion of the enforcement and its purpose. No express provision for enforcement in Code of Conduct.	Code of Conduct includes adequate outline of the enforcement. Express provision for enforcement is included but further structure is necessary to better illustrate sanctions for breach and deter breaching behavior.	Enforcement is clearly explained in the Code of Conduct with specific examples included. Enforcement is expressly provided for and a direct reference is made to examples provided as being in breach with corresponding sanctions clearly illustrated.	Elaborate explanation of the concept of enforcement is provided for in the Code of Conduct and supported by helpful examples specifically including discrimination, exploitation, corruption, dishonest and fraudulent behavior, and whistleblower protections. Enforcement is expressly provided for in the Code of Conduct.	Enforcement is thoroughly explained and supported by multiple relevant examples including discrimination, exploitation, corruption, dishonest and fraudulent behavior, and whistleblower protections and more. The Code of Conduct expressly provides for enforcement and cross references previous section of the Code.	/4
Structure Format and Presentation OUT OF 6 MARKS						



Answer clearly and logically presented	Serious lack of organization. Body paragraphs do not refer back to or relate to main arguments. Writing is formulaic, i.e. "in conclusion," "another example is...."	Writing style could be more effective. Organization is hard to follow; there is little progression of ideas. Little or no transitions between paragraphs. Need to more effectively weave main arguments throughout and relate body paragraphs.	Paragraphs are generally well organized. Better transitions needed. The progression of ideas could be more thoughtful. Paragraphs relate back to main arguments to prove argument.	Ideas & arguments are well structured. Thoughtful progression of ideas and details. Sound transitions between paragraphs. Major arguments are effectively made.	Ideas & arguments are effectively structured. Thoughtful progression of ideas and details. Excellent transitions between paragraphs. Concluding comments leave the reader thinking. Major arguments are effectively woven throughout every paragraph, with ideas always related back to main arguments.	/1
Appropriate theory and research used to answer question posed	The critique does not have appropriate structure and lacks direction. No significant observations made from appropriate theory and research. Poor writing and expression of arguments.	Reasonable critique which examines the relevant issues and makes reasonable observations made from appropriate theory and research. Reasonable writing and expression of arguments.	Good critique examines the relevant issues and makes good observations from appropriate theory and research. Good writing and expression of arguments.	A very good critique considered all the relevant issues and made important observations made from appropriate theory and research. Very good writing and expression of arguments.	Fully considered all the relevant issues and made significant observations made from appropriate theory and research. Excellent writing and expression of arguments.	/1
Correct academic writing style used, including correct spelling, grammar and punctuation	Needs more sentence variety. Little or no thought given to diction. Tone or language is conversational. Contains much informal language. Uses "I" or "you." Contains many examples of unclear or awkward phrasing.	Needs more sentence variety. Attention needed with diction. Contains informal language or conversational tone, or uses "I" or "you." Unclear or awkward sentence phrasing.	Sentence variety is adequate. Tone is appropriate. Diction is clear, but could be more effective. Language is academic, and writing is clear and effective. Very little or no unclear or awkward phrasing.	Sentence variety is effective and good. Tone is appropriate and consistent. Diction/ vocabulary is appropriate and effective. Language is academic. Writing is clear, and concise.	Sentence variety is effective and sophisticated. Tone is appropriate and consistent. Diction/ vocabulary is sophisticated and effective. Language is academic. Writing is clear, concise, and strong.	/1
Format of answer consistent with question requirements and KBS guidelines	No efforts made to follow submission and editing, spacing, etc requirements.	Meets most editing, spacing, fonts, and other editing requirements. Some requirements not met.	Meets editing, spacing, fonts, and other editing requirements.	Meets almost all editing, spacing, fonts, and other editing requirements.	Meets all editing, spacing, fonts, and other editing requirements.	/1
In-text referencing and reference list follows Harvard style and consistent with KBS guidelines	Inappropriate referencing. Not in-line with requirements of Harvard style and consistent with KBS guidelines.	Reasonably appropriate referencing, generally in-line with requirements of Harvard style and consistent with KBS guidelines.	Good referencing, largely in-line with requirements of Harvard style and consistent with KBS guidelines.	Very good referencing, 100% in-line with requirements of Harvard style and consistent with KBS guidelines.	Excellent/appropriate referencing, 100% in-line with requirements of Harvard style and consistent with KBS guidelines.	/1
Word count is within +/- 10% of requirement	Word count is within +/- more than 15% of requirement	Word count is within +/- 15% of requirement	Word count is within +/- 10% of requirement	Word count is within +/- 5% of requirement	Word count is within +/- 0% of requirement	/1
Comments:						/24 /6 /30

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