

21 November 2014

Mr Ross Butler  
Chair  
Southern Response Earthquake Services Limited  
PO Box 9052  
CHRISTCHURCH 8149



Dear Mr Butler

### **Application of the Standards of Integrity and Conduct to Southern Response Earthquake Services Limited**

Pursuant to section 57 of the State Sector Act 1988 (the Act), I write to apply the Standards of Integrity and Conduct for the State Services (the Code) to Southern Response Earthquake Services Limited. A copy of the Code is attached.

#### **Implementation of the Code**

Please ensure that everyone working for Southern Response Earthquake Services Limited is made aware of the Code and of the need to comply with principles that make up the Code.

Please note that the 2013 amendment of the Act provides that:

*an agency (including its employees and individuals working as contractors or secondees in relation to a function, duty, or power of the agency) must comply with any standards that apply under section 57.*

The underlined words clarify that the Code applies directly to contractors and secondees working in your business assisting with the delivery of your functions, duties, or powers.

I am applying the Code from 1 January 2015. Southern Response Earthquake Services Limited is to put into place associated policies and practices.

I consulted with your agency in October asking if you had any reason to derogate from the Code. In relation to Southern Response Earthquake Services Limited's operations, you can consider, as long as it is consistent with my Code, additional or detailed policies or requirements (eg an internal code of conduct) that may be appropriate to meet your particular circumstances.

The Act also provides that I may conduct any inspections and investigations in relation to the Code, and make and receive any report that I consider necessary or the responsible Minister directs. I may also advise the responsible Minister, if in my opinion, a serious breach of any minimum standards applied to the company under section 57 of the Act has occurred, or is likely to occur.

## **Assistance with implementation**

Information is available on the State Services Commission's website to help with understanding the Code and implementing it. At [www.ssc.govt.nz/code](http://www.ssc.govt.nz/code) you will find the online version of the Code. On the website you can also search the following:

- **Understanding the Code of Conduct – guidance for State servants**

This guidance explains the Code. It has been written for people working in the State services, providing information about the conduct expected of them.

- **Implementing the Code of Conduct – resources for agencies**

This document contains information that helps senior managers', team leaders, human resources staff, and trainers to implement the Code within their organisations. *A Matter of Trust*, a training DVD, is also available to encourage staff conversations about ethical behaviour. A copy is enclosed.

The State Services Commission also operates a helpdesk; this can be contacted by emailing [integrityandconduct@ssc.govt.nz](mailto:integrityandconduct@ssc.govt.nz).

## **Leadership**

Applying the Code provides a valuable opportunity to raise awareness with staff of their responsibilities to the government which contribute to ensuring that the State services maintain high standards, are well led and trusted by the people of New Zealand, and to put in place an on-going programme of work e.g. inductions. The Code is a unifying set of values across the State services.

I ask that you emphasise to Southern Response Earthquake Services Limited's people the importance of integrity in the way we work, and encourage you to support them in implementing the Code.

Yours sincerely



Iain Rennie  
State Services Commissioner

Copy to: Mr Peter Rose, Chief Executive  
Southern Response Earthquake Services Limited

Encl: 1 Standards of Integrity and Conduct  
2 DVD, *A Matter of Trust*