

Mentee - CODE OF PRACTICE

This Code of Practice sets out the expected conduct and behaviours of mentees who register with Business Wales Mentoring. By signing this Code you agree to respect diversity and promote equal opportunity. It is the responsibility of the mentee to act in such a way as to cause no offence or harm to the mentor.

The Code of Practice has been established to promote best practice and ensure that the highest possible standards are maintained during the mentoring relationship.

All members of the Business Wales Mentoring Framework accept the principles and aims of Business Wales Mentoring.

Mentees agree to the following:

- To comply with the conditions set out in the mentor/mentee handbook.
- To provide an accurate profile for inclusion on the Business Wales Mentoring database.
- To provide confirmation of your mentoring relationship to the Business Wales Mentoring Agent.
- To be prepared to act on the outcomes of the mentoring meetings.
- To provide feedback and to contribute to monitoring and evaluation of Business Wales Mentoring.
- To maintain a good relationship with Business Wales Mentoring Agent.
- In the event that a complaint should be made against a mentee, that mentee must co-operate with Business Wales Mentoring in resolving the complaint.
- To act within applicable law and not encourage, assist or collude with others engaged in conduct which is dishonest, unlawful, unprofessional or discriminatory.
- To be aware of the potential for conflicts of interest of either a commercial or emotional nature to arise through the mentoring relationship and to report any concerns immediately to Business Wales Mentoring.
- To maintain throughout the relationship and beyond the termination of any mentoring a level of confidentiality which is appropriate and is agreed at the start of the relationship.
- To not exploit the mentor in any way including, but not limited to, financial, sexual or those matters within the professional relationship.
- To use the European Mentoring and Coaching Council (EMCC) Code of Ethics as a guide to the mentoring undertaken.

Signed:

Name:

Date:

