

OUR CODE

B B C

DOING THE RIGHT THING

You're part of a unique organisation that reaches millions of people across the world every day. To be the very best for our audiences we need to be the very best for each other.

This is why we have Our Code. It sets out the mandatory standards that every single one of us must work to across the whole of the BBC.

When an organisation is as built-in to daily life as ours, we all have a responsibility to do the right thing. Meeting our legal and regulatory obligations is an essential and non-negotiable part of that, along with creating the fairest working environment where we welcome, respect and hear every voice.

Being a trusted organisation is mission critical, it underpins our relationship with audiences. That is why you need to take personal responsibility for ensuring you and your team understand the Code of Conduct and follow these standards consistently, without fail.

We want the standards here in Our Code to give you the confidence to ask any questions if you're not sure about something, and to speak up if you see something that doesn't meet these standards. When you do, we'll listen; we'll talk openly, and we'll act.

Thank you.

BBC Executive Committee.



OUR VALUES

Our six Values shape our culture and define how we work. Importantly, they remind us of the commitments we make to our audiences, and to each other, about what everyone expects from the BBC.

Discover more about all our values on [BBC Gateway](#).

OUR VALUES:

- **AUDIENCES** are at the heart of everything we do
- We are **ONE BBC**, we collaborate, learn, and grow together
- **CREATIVITY** is the lifeblood of our organisation
- **TRUST** is the foundation of the BBC - we're independent, impartial, and truthful
- We are **ACCOUNTABLE** and deliver work of the highest quality
- We **RESPECT** each other - we're kind and we champion inclusivity

When we look at the standards we expect of Our Code, our values of Trust, Accountable and Respect are closely related to the mandatory standards that everyone must adhere to. It's why we've built this guide around these three values in particular.

BBC

TRUST

BBC

OUR EDITORIAL VALUES

Trust is the foundation of the BBC. We're independent, impartial, and truthful. Our audiences expect us to follow the highest standards, as set out in our Editorial Guidelines. They apply to all our content, wherever in the world it is made or received.

As we operate in the public's interest, it's essential that we're transparent and open about the guidelines we all work to. This includes our legal responsibilities as a public service broadcaster, as well as the principles we set across all our output.

FIND OUT MORE:

Our Editorial Guidelines should be used by anyone who is making content for the BBC, you can find them [here](#).

SOCIAL MEDIA

More and more of our audiences get their news and entertainment from social media. We must make sure that our digital presence lives up to our editorial values.

We have one set of rules that apply to every BBC colleague, regardless of department – Whether you're in journalism or finance, in all circumstances, anything you post on social media, from a personal or @BBC account must adhere to our Social Media guidelines.

FIND OUT MORE:

If you're a user of social media then you'll need to follow our Social Media Guidelines [here](#).

PROTECTING OUR INFORMATION, AND PERSONAL DATA

It takes a lot of information, personal data and equipment to do what we do, so we must protect it. This applies to all our systems and the data we hold, and taking care of the equipment we use to do our jobs. To prevent attempts to hack our systems our Information Security and Data Protection teams are always on call whenever we need help. But it's our responsibility to keep information safe; from protecting our passwords, to being mindful of where we open or access confidential work, particularly when working remotely.

FIND OUT MORE:

Everyone should use the [Data Protection Handbook](#) and follow our [Cyber Security Guidelines](#) to protect our data. If you're using digital devices then you should follow the Acceptable use policy [here](#).

Think you've been compromised?

Report it to dataprotection.officer@bbc.co.uk

BRIBERY AND CORRUPTION

We don't tolerate bribery or corruption in any form. This applies to all of us, including who we work with, and manage, our relationships with partners and suppliers. We take pride in being trusted and honest in all our work and we can't allow anything we do, or those we work with, to encourage, participate in, or condone a bribe or any other unlawful payment or benefit. We must speak up if we see something wrong.

FIND OUT MORE:

It's important that you understand and follow the [Anti-Bribery Policy](#) and the [Expenses Policy](#) when working at the BBC. Call our confidential whistleblowing hotline on **0800 890 011**. [Whistleblowing Information](#)

SERVING THE PUBLIC INTEREST

We're here to serve the public, not ourselves. That means while we're at work we can't do anything that benefits us personally, like promoting a business we're connected to, or pushing our own political beliefs. We help all our colleagues understand what a conflict of interest involves in order to protect our standards of independence and impartiality.

FIND OUT MORE:

If you're involved in making any kind of BBC content, follow our [conflict of interest guidelines](#).

A woman with dark hair, wearing a dark shirt and a lanyard, is smiling as she operates a complex control panel in a newsroom. The panel features numerous knobs, buttons, and a glowing blue keyboard. In the background, several computer monitors are visible. The central monitor displays a stylized red and white globe. To the left, a monitor shows a list of news items with timestamps and titles. Other monitors in the background show various data visualizations and news feeds. The overall atmosphere is professional and dynamic.

ACCOUNTABLE

SAFEGUARDING

We're all responsible for keeping the children and vulnerable adults we work with safe. This means putting their safety and wellbeing above everything else. We support all our staff with extensive training and guidance in this area so that everyone is safe and we all work in a culture where high standards of care are in place.

FIND OUT MORE:

Without exception, everyone is expected to follow and understand the following policies:

[Safeguarding Policy](#)

[Working with Children Code of Conduct](#)

[Anti-Bullying & Harassment Policy](#)

[Social Media and Online Safety Guidelines](#)

[Find your local "Working with Children" advisor](#)

KEEPING EVERYONE SAFE

It's everybody's responsibility to keep our people, systems, data and buildings safe and we always wear our ID to help our security teams do their job. In our Health & Safety guidelines you can find out how to conduct a risk assessment, understand the safety and emergency procedures wherever you're working and find out how to get additional support from our High Risk Team if you need it. Our guidance on security procedures is kept up to date regularly for all our buildings.

FIND OUT MORE:

If you need to understand the safety risks to your work, please visit the [Risk Assessment Process](#) and learn more about safety and security at the BBC. Search for 'risk assessments' on Gateway to find the relevant risk assessment for the work you're doing.

BUYING AND SELLING ETHICALLY

The way we buy and sell needs to fit with our values. That's why we observe the highest ethical standards with our suppliers and other partners.

We will only contract with parties who reach our standards and pass checks in regards to anti-bribery, tax evasion, labour and working conditions, health and safety, cyber security, and environmental management.

FIND OUT MORE:

If you're involved in buying or selling on behalf of the BBC, you'll need to abide by the [**procurement and ethical trading policy**](#).

You can raise concerns anonymously, via [**Navex Global**](#).

A photograph of a man and a woman in a meeting. The man is on the left, wearing a blue shirt, looking towards the woman. The woman is on the right, wearing a white shirt, smiling and resting her chin on her hand. They are sitting at a wooden table with laptops and a white mug. The word "RESPECT" is overlaid in large white letters across the center of the image.

RESPECT

RESPECT AT WORK AND SPEAKING UP

We want the BBC to be a place where everyone feels safe, valued and heard. We respect people and their rights; that's the people around us, the people we work with and the people we speak for, wherever they are in the world. It makes the BBC a place where everyone can speak freely and have the same chances to grow and develop. There is no place for bullying or harassment at the BBC. We all owe it to each other to call out behaviour that falls below our expected standards. We will always be kind and respectful.

FIND OUT MORE:

Everyone at the BBC should abide by the [Anti-Bullying & Harassment policy](#).

It is your duty to speak up if you see something that's wrong. You can raise any issues [here](#).

TREATING EVERYONE EQUALLY

As an organisation with a duty to reflect the whole of society, we treat everyone fairly, equally and with respect. We listen and invite new and different perspectives into our work and conversations.

We value our cultural differences and do everything we can to create and nurture a respectful working culture. Hiring and promotion decisions will always be made in line with our fair and transparent recruitment principles, reflecting our commitment to equality and diversity. Everyone is respected.

FIND OUT MORE:

To better understand the ways in which we strive to represent our audiences internally, you can review our [D&I Policy](#).

If you're hiring or interested in understanding the BBC's recruitment policy then that is available [here](#).

RESPECTING OUR PLANET

We want to be the most sustainable broadcaster in the world, with a net positive impact: giving back to the planet more than we take. To do this we'll cut our carbon emissions dramatically and work with our suppliers to do the same. We all have a responsibility to play our part in achieving our sustainability goals.

FIND OUT MORE:

Become a champion for sustainability by contributing to our [targets](#).

Everyone involved in productions should refer to the [albert sustainable production guidelines](#).

PLAYING FAIR

While we receive public money in the form of the Licence Fee, we also have a commercial side, competing with private companies across the globe. We must make sure we never use our position as a public broadcaster to gain an unfair advantage in the market. We have regulatory guidance in place to support teams across the public and commercial side of the BBC to make sure we are following the Fair Trading rules.

FIND OUT MORE:

It's important that you follow the Fair Trading rules and everything you need to know is [here](#).

SPENDING WISELY

We make sure everything we spend our licence payers' money on fits with our values and delivers the very best for them in return. We manage all our finances with care and attention, following strict financial controls. We expect our suppliers and partners to share our high standards around managing money.

FIND OUT MORE:

To find out how we expect you to contribute to 'spending wisely' please visit the [Responsible Procurement strategy](#) and the [Expenses policy](#).

NEED SOME HELP?

If you have any questions about Our Code, please talk to your team leader or booker. If for any reason that doesn't feel like the right approach, contact your local HRBP for guidance.

If you're able to access the BBC Network, there are lots of useful links that provide more information on specific topics if you need it:

- Our UK BBC policy documents are [here](#)
- If you work for BBC Studios, you'll find those policy documents [here](#)
- Information about [raising concerns](#) at the BBC
- Details on [working with children](#)
- Information on the [BBC values](#)
- Our [editorial guidelines](#)
- Visit the [BBC Academy](#) for more information on training