



# Miramar Code of Conduct

All members and guests shall be bound by this Code of Conduct when participating in Club activities, including ski trips, recreational outings, and social events, and when conducting any Club-related business or engaging in communications using the Club Facebook group, Facebook page, Instagram account, WhatsApp groups, Slack channels, or similar sites or applications.

## **Members have a right to:**

- Be treated fairly, equally and with respect by the Club, its Board, Team Leaders, Trip Leaders, other members, and guests.
- Participate in Miramar events and social media channels and conduct Club-related business in an environment free from all forms of harassment, discrimination and bullying, as defined below.
- Privacy and confidentiality concerning records, documentation and any other communication containing a member's personal information, unless consent is otherwise provided.
- Actively engage in all club events and offerings.
- Voice their opinions, requirements and suggestions to the Board.

**Harassment, discrimination and bullying** are often characterized by insulting, hurtful, vindictive, cruel or malicious behaviors which have the purpose or effect to create a hostile, intimidating or offensive Club environment. This prohibited conduct may be the result of deliberate intention or not. It is important to recognize that it is the impact of the behavior on others, not the intent, which determines whether or not harassment, discrimination or bullying has occurred.

## **Members must:**

- Treat other members, guests, Club contractors and employees, and staff and other patrons of venues where a Club activity is taking place fairly, equally and with respect and courtesy.
- Behave responsibly and ensure they conduct themselves in a manner which will not injure the reputation of the Club, its events, organizers, participants or sponsors.
- Not engage in harassment, discrimination, or bullying, whether in person, over the phone or video call, or in writing.
- Abide by the Miramar Code of Conduct and uphold the By-laws and Code of Conduct of the Club.



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## Breaches of this Code of Conduct:

- A Board Director, Team Leader, Trip Leader or Activity Leader who is leading a Club event may ask any member or guest at the event who is not behaving in accordance with this Code of Conduct to leave the function. The member or guest will not be entitled to a refund of any monies paid.
- Any member or guest who believes that they or someone else has been subjected to any conduct prohibited by this Code of Conduct is encouraged to report the matter to the Club Ombudsmen, who may investigate and refer the matter to the Board for review. The Board will review and determine an appropriate course of action, which may involve a warning, temporary suspension or permanent revocation of membership. To determine whether or not prohibited conduct has occurred, each situation must be examined reasonably and objectively, based on its specific facts. Depending upon the severity and impact of the behavior, a single significant incident may constitute prohibited conduct, if it is found to be sufficiently offensive, threatening or intimidating.

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