



## **Code of Conduct and Ethics - STAFF**

Approved by the Board of Directors *October 5<sup>th</sup> 2015*

### **Definitions**

1. The following terms have these meanings in this Code:
  - a) “Individuals” – Registered Snowboarders and all individuals engaged in activities with, Snowboard Ontario including, but not limited to, athletes, coaches, judges, officials, volunteers, managers, administrators, committee members, and directors and officers of Snowboard Ontario
  - b) “Sport Environment” – Any place where Snowboard Ontario business or activities are conducted. Sport Environment includes but is not limited to, the Snowboard Ontario office, work-related social functions, work assignments outside the Snowboard Ontario office, work-related travel, and work-related conferences or training sessions Snowboard Ontario competitions, tournaments, practices, tryouts, training camps, travel associated with Snowboard Ontario, the Snowboard Ontario office environment and any meetings.

### **Purpose**

2. The purpose of this Code is to ensure a safe and positive environment (within the Snowboard Ontario Sport Environment) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with Snowboard Ontario’s mission and objectives. Snowboard Ontario supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect.

### **Application of this Code**

3. This Code applies to Individuals’ conduct within the Snowboard Ontario Sport Environment.
4. An Individual who violates this Code may be subject to sanctions pursuant to Snowboard Ontario’s Discipline and Complaints Policy. In addition to facing possible sanction pursuant to Snowboard Ontario’s Discipline and Complaints Policy, an Individual who violates this Code during a competition may be ejected from the competition or the playing area and the Individual may be subject to sanctions pursuant to that competition’s policies.
5. This Code does not apply to Snowboard Ontario employees as such employee conduct is governed in accordance with the Snowboard Ontario employment policies and/or employment agreements. An employee of Snowboard Ontario found to have engaged in acts of violence, harassment or disrespectful behaviour against any other Individual, employee, contractor, customer, supplier, client or other third party during working hours, or within the Snowboard Ontario Sport Environment, will be subject to appropriate disciplinary action subject to the Snowboard Ontario employee policies.
6. This Code also applies to Individuals’ conduct outside of Snowboard Ontario’s business, activities, and events when such conduct adversely affects relationships within Snowboard Ontario (and its work and

sport environment) and is detrimental to the image and reputation of Snowboard Ontario. Such applicability will be determined by Snowboard Ontario at its sole discretion.

## **Responsibilities**

7. Individuals have a responsibility to:

a) Maintain and enhance the dignity and self-esteem of Individuals and other individuals by:

i. Demonstrating respect to all individuals, regardless of, but not limited to, body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, or economic status

ii. Focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members

iii. Consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct

iv. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory or disrespectful.

v. Consistently treating individuals fairly and reasonably

vi. Ensuring adherence to the rules of snowboard and the spirit of those rules

b) Refrain from any behaviour that constitutes harassment, where harassment is defined as comment or conduct directed towards an Individual, person or group, which is offensive, abusive, racist, sexist, degrading, or malicious. Types of behaviour that constitute harassment include, but are not limited to:

i. Written, physical or verbal abuse, threats, or outbursts

ii. The display of visual material which is offensive or which one ought to know is offensive in the circumstances

iii. Unwelcome remarks, jokes, comments, innuendo, or taunts

iv. Leering or other suggestive or obscene gestures

v. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions

vi. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance

vii. Any form of hazing where hazing is defined as "Any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking athlete by a more senior teammate, which does not contribute to either athlete's positive development, but is required to be accepted as part of a team, regardless of the junior-ranking athlete's willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate based on class, number of years on the team, or athletic ability."

viii. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing

ix. Unwelcome sexual flirtations, advances, requests, or invitations

x. Physical or sexual assault

xi. Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment

xii. Retaliation or threats of retaliation against an individual who reports harassment to Snowboard Ontario

c) Refrain from any behaviour that constitutes sexual harassment, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Types of behaviour that constitute sexual harassment include, but are not limited to:

- i. Sexist jokes
- ii. Display of sexually offensive material
- iii. Sexually degrading words used to describe a person
- iv. Inquiries or comments about a person's sex life
- v. Unwelcome sexual flirtations, advances, or propositions
- vi. Persistent unwanted contact

d) Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, Snowboard Ontario adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction, pursuant to Snowboard Ontario's Discipline and Complaints Policy. Snowboard Ontario will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by Snowboard Ontario or any other sport organization

e) Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport of snowboard, who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES)

f) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities

g) Refrain from consuming alcohol, tobacco products, or recreational drugs while participating in Snowboard Ontario programs, activities, competitions, or events.

h) In the case of adults, reasonably consume alcohol in situations where minors are present and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with the Snowboard Ontario Sport Environment. At no time will any Individual become intoxicated.

i) Respect the property of others and not willfully cause damage

j) Promote snowboard in the most constructive and positive manner possible

k) Adhere to all federal, provincial, municipal and host country laws

l) Comply, at all times, with Snowboard Ontario's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

## **Staff**

In addition to section 7 (above), Snowboard Ontario's Staff will have additional responsibilities to:

a) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of Snowboard Ontario business and the maintenance of Individuals' confidence

- b) Ensure that Snowboard Ontario's financial affairs are conducted in a responsible manner with due regard for all fiduciary responsibilities
- c) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of Snowboard Ontario
- d) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
- e) Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others
- f) Keep informed about Snowboard Ontario activities and general trends in the sectors in which they operate
- g) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which Snowboard Ontario is incorporated
- h) Respect the confidentiality appropriate to issues of a sensitive nature
- i) Ensure that all Individuals are given sufficient opportunity to express opinions, and that all opinions are given due consideration
- j) Respect the decisions of the majority and resign if unable to do so
- k) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- l) Have a thorough knowledge and understanding of all Snowboard Ontario governance documents
- m) Conform to the bylaws and policies approved by Snowboard Ontario, in particular this Code of Conduct and Ethics