

## SQUAMISH MEN'S SHED SOCIETY

### CODE OF CONDUCT

This Code sets out the rules of conduct regarding how members of the SMSS are expected to behave towards fellow Shedders, other volunteers and the general public.

It also endorses members to uphold the Constitution and comply with SMSS By-Laws.

To maintain trust among Shedders and to establish high standards of conduct, it is essential for all SMSS members to abide by this Code.

### Standards of Conduct

SMSS Members shall:

1. Treat SMSS members, other volunteers, partners and the general public with respect.
2. Perform duties with integrity, to the best of one's ability and in the best interest of SMSS.
3. Act with equity and treat individuals equally.
4. Safeguard the confidentiality of personal information.
5. Declare where there is a conflict between one's own interest and the duties and responsibilities of a member.
6. Avoid granting, soliciting or accepting any favours or undue advantage for oneself or another person or use information obtained as an SMSS member for personal gain.
7. Exercise and promote safety and good housekeeping practices in the Shed.

### Corrective Action

In the event, a member acts in a manner that may bring SMSS into disrepute and/or is contrary to these standards of conduct, corrective actions will be taken as decided by the SMSS President in consultation with the SMSS Board.

Any infractions will be managed expeditiously and corrective actions will reflect the seriousness of the infraction. Infractions and corresponding corrective actions will be recorded in writing.

**Minor infractions** may result in written or verbal exchanges, requirement for written or verbal apology and/or a discussion with the President of SMSS. **Major infractions** by a member may result in a meeting with the SMSS President and may jeopardize his membership status in the SMSS.

