

Code of Conduct

INTRODUCTION

The Professional Cross Country Club of Tasmania Inc. (The Club) is committed to fairness, equity and good sportsmanship. The Club aims to provide the best possible environment in which its members can excel and its officials and administrators can discharge their responsibilities. This Code of Conduct is designed to ensure that appropriate forms of behaviour are adopted and be and remain the norm for all persons associated with The Club.

1 This document shall be known as The Professional Cross Country Club of Tasmania Inc. Code of Conduct (the Code).

2 The Code governs the conduct of all persons associated with The Club whilst attending Club events, Club sanctioned functions or on Club social media, plus those persons who accept roles within The Club, such as Race Officials

3 GENERAL BEHAVIOUR PROTOCOLS

All Members of The Club shall act in accordance with the conduct outlined hereunder.

- (i) observe and comply with all directions and orders given by officials of The Club and Race Officials.
- (ii) conduct themselves in a proper manner so as not to bring themselves, or The Club generally into public disrespect or censure
- (iii) treat all persons with respect, dignity and proper regard for their rights and obligations;
- (iv) perform all duties and responsibilities as a representative of The Club in a mature, fair and professional manner;
- (v) not misuse funds or property of The Club;
- (vi) not to harass, ridicule or embarrass a fellow member or official of The Club, or member of the general public, in such a way as would constitute an offence under Commonwealth or state legislation governing human rights and sex discrimination in force and effect from time to time;
- (vii) not participate in nor promote any demonstration or propaganda of any kind or form including but not limited to political, religious or racial whilst attending events sanctioned by The Club nor in any other Club forum including social media.
- (viii) not defame or injure any person;
- (ix) compete to the best of their ability in events organised by The Club.

4 HARASSMENT

4.1 Policy Statement

a) The Club is committed to providing an environment in which all individuals are treated with respect and dignity. Each individual has the right to participate in an environment which promotes equal opportunities and prohibits discriminatory practices or harassment.

b) Harassment is offensive, degrading and threatening. In most various forms, harassment can be an offence under state and federal criminal law.

c) The Club is committed to providing a sport environment free of harassment on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status and/or disability.

4.2 This code applies to harassment which may occur during the course of all Club activities and events or on Club social media. It also applies to harassment between individuals associated with The Club but outside The Club activities and events, when such harassment adversely affects the reputation of The Club.

5 DEFINITIONS

5.1 Harassment takes many forms but can generally be defined as comment, conduct, or gesture directed toward an individual or group of individuals which is insulting, intimidating, humiliating, malicious, degrading or offensive.

5.2 For the purposes of this Code, sexual harassment is defined as unwelcome sexual advance, requests for sexual favours or other verbal or physical conduct of a sexual nature

5.3 Types of behaviour which constitutes harassment include but are not limited to:

- (i) written or verbal abuse or threats;
- (ii) the display of visual material which is offensive or which one ought to know is offensive;
- (iii) unwelcome remarks, jokes, comments, innuendo or taunting about a person's looks, body, attire, age, race, religion, sex or sexual orientation;
- (iv) leering or other suggestive or obscene behaviour;
- (v) condescending, paternalistic or patronising behaviour which undermines self-esteem, diminishes performance or adversely affects working conditions;
- (vi) practical jokes which cause awkwardness or embarrassment, endanger a person's safety or negatively affect performance;
- (vii) unwanted physical contact including touching, petting, pinching or kissing;
- (viii) unwelcome sexual flirtations, advance requests or invitations; or
- (ix) physical or sexual assault.

6 RESPONSIBILITY

6.1 The Committee shall be responsible for the implementation of this policy. In addition, the Committee is responsible for:

- (i) discouraging and preventing harassment within The Club;
- (ii) investigating and dealing with complaints of harassment according to Section 7;
- (iii) making all members of The Club aware of the problem of harassment, and of the procedures contained in this Code.

6.2 Every member of The Club has a responsibility to play a part in ensuring that The Club environment is free from harassment. This means not engaging in, allowing, condoning or ignoring behaviour contrary to this Code. In addition, any member of The Club who believes

that a fellow member has experienced or is experiencing harassment is encouraged to notify The President or a member of the Committee.

7. PROCEDURE FOR DEALING WITH BREACHES TO THIS CODE

7.1 Complaints relating to an alleged breach of this Code by a Club member should be directed to the President of The Club or if complaints relate to an alleged breach by the President, to a Vice President who shall act instead of the President in clauses 7.2 to 7.7 inclusive.

7.2 As soon as practicable the President shall convene a sub-committee to investigate the alleged breach.

7.3 The sub-committee shall consist of three members of the Club's committee. The President may appoint him/herself to one of the three positions if he/she deems it appropriate.

7.4 The sub-committee shall advise the Committee of the Club of the result of its investigations and recommendation within 3 days of formation.

7.5 The sub-committee shall recommend disciplinary action or dismissal of the allegations, in accordance with clause 7.13.

7.6 If the sub-committee feels that 3 days is insufficient to conduct sufficient investigations, it shall provide an interim report and recommendation at the end of this period and request a further period of time from the President. The granting and length of any further period of investigation shall be at the sole discretion of the President.

7.7 On the day that the sub-committee provides its final recommendation to the Committee, the member concerned must be provided with written notice (by mail or email) of the alleged breach and the sub-committee's recommendation.

7.8 From the date of the written notice, provided under clause 7.7, the member will be given 7 days to respond to the allegation. This may be done either in person (by meeting with the sub-committee) or writing.

7.9 If the sub-committee recommends suspension or termination of the member's membership, an interim suspension will be imposed until a final decision is made in accord with clause 7:10.

7:10 Seven days after the member notification under clause 7.7, whether the member has responded or not, the Committee will meet to endorse or alter any sub-committee recommendations by vote.

7.11 A decision made under clause 7.10 of this Code takes immediate effect. The member must be provided with written notice of the decision and the reasons for the decision (by mail or email), within 7 days of making the decision.

7.12 The decision made under clause 7:10 is final.

7.13 Upon the recommendation of the sub-committee, The Club may deal with an alleged breach of this Code in any one, or combination of the following ways:

- (i) Dismissal of allegations and no further action if no breach has occurred

- (ii) The President (or a delegate) may speak with the member about his/her behaviour;
- (iii) Issue a written warning to the member about his/her behaviour;
- (iv) Suspend the member's membership for a period of time or number of races;
- (v) Terminate the member's membership.

For the avoidance of doubt, this list is not exhaustive and other disciplinary action may be considered.