

## CODE OF CONDUCT AND ETHICS

### Definitions

1. The following terms have these meanings in this Code:
  - a) *"Event"* – An event sanctioned by SIRC, which includes any social Event
  - b) *"Maltreatment"* – as defined in the UCCMS and as amended from time to time by the SDRCC
  - c) *"OSIC"* – the Office of the Sport Integrity Commissioner, an independent division of the SDRCC which comprises the functions of the Sport Integrity Commissioner; also referred to as Abuse-Free Sport
  - d) *"Prohibited Behaviour"* – as defined in the UCCMS and as amended from time to time by the SDRCC
  - e) *"SIRC Representative"* – individuals employed by, or engaged in activities on behalf of, SIRC including: directors, staff members, contract personnel, presenters, and volunteers
  - f) *"SDRCC"* – the Sport Dispute Resolution Centre of Canada
  - g) *"UCCMS"* – the Universal Code of Conduct to Prevent and Address Maltreatment in Sport, as amended from time to time by the SDRCC

### Purpose

2. The purpose of this Code is to ensure a safe and positive environment within SIRC by making SIRC Representatives aware that there is an expectation, at all times, of appropriate behaviour consistent with SIRC's core values (Trusted Advisor, Connections Builder, and Knowledge Creator) and this Code. SIRC supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.

### Application of this Code

3. A SIRC Representative found to have violated this Code will be subject to appropriate disciplinary sanctions pursuant to SIRC's *Discipline and Complaints Policy* and/or the *Employee Manual* (when applicable).
4. This Code applies to SIRC Representatives who are actively involved with SIRC's services, business, activities, trainings, and Events as well as to SIRC Representatives who are no longer actively involved with SIRC when any claim regarding a potential breach of this Code occurred when the SIRC Representative was actively involved with SIRC's services, business, activities, trainings and Events.

### Universal Code of Conduct to Prevent and Address Maltreatment in Sport

5. The UCCMS shall be incorporated into this Code by reference as if set out in full herein. Any modifications or amendments made to the UCCMS by the SDRCC shall come into effect immediately upon their adoption without the need for any further action by SIRC.

### Maltreatment and Prohibited Behaviour

6. SIRC Representatives are responsible for knowing what constitutes Maltreatment and Prohibited Behaviour, as those terms are defined in the UCCMS. Subject to the requirement to file a complaint with the OSIC for an alleged violation of the UCCMS by a UCCMS Participant, any act(s) that constitute Maltreatment and/or Prohibited Behaviour shall be considered a violation of this Code and will be subject to disciplinary proceedings pursuant to the *Discipline and Complaints Policy*, except where the matter has already been heard or is in the process of being heard by the OSIC.

### Responsibilities

7. SIRC Representatives have a responsibility to:

#### *Dignity and Self-Esteem*

- a) Maintain and enhance the dignity and self-esteem of others by:

- i. Demonstrating respect to all individuals regardless of body type, physical characteristics, athletic ability, gender, gender identity or expression, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, or economic status
- ii. Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
- iii. Consistently treating other individuals fairly and reasonably

#### *Harassment*

- b) Refrain from any behaviour that constitutes **harassment**, where harassment is defined as comment or conduct directed towards an individual 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 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. Persistent unwelcome remarks, jokes, comments, innuendo, or taunts
  - iv. Racial harassment, which is racial slurs, jokes, name calling, or insulting behaviour or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin
  - v. Leering or other suggestive or obscene gestures
  - vi. Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance or adversely affect working conditions
  - vii. Practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance
  - viii. *Hazing* – which is any form of conduct which exhibits any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking individual by a more senior individual, which does not contribute to either individual's positive development, but is required to be accepted as part of a team or group, regardless of the junior-ranking individual'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 or group member based on class, number of years on the team or with the group, or ability
  - ix. Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
  - x. Deliberately excluding or socially isolating a person from a group or team
  - xi. Persistent sexual flirtations, advances, requests, or invitations
  - xii. Physical or sexual assault
  - xiii. Contributing to a poisoned sport environment, which can include:
    - a. Locations where material that is discriminatory is displayed (e.g., sexually explicit posters and racial/racist cartoons)
    - b. Groups where harassing behaviour is part of the normal course of activities
    - c. Behaviour that causes embarrassment, awkwardness, endangers a person's safety or negatively affects performance
  - xiv. 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
  - xv. Retaliation or threats of retaliation against an individual who reports harassment to SIRC
- c) Harassment does not include legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for a workplace infraction.

#### *Maltreatment and Prohibited Behaviour*

- d) Refrain from any behaviour that constitutes Maltreatment or Prohibited Behaviour under this Code and the UCCMS.

### **Retaliation, Retribution or Reprisal**

8. It is a breach of this Code for any SIRC Representatives to engage in any act that threatens or seeks to intimidate another individual with the intent of discouraging that individual from filing, in good faith, a complaint pursuant to any SIRC policy or the UCCMS. It is also a breach of this Code for any SIRC Representative to file a complaint for the purpose of retaliation, retribution or reprisal against any other individual. Any SIRC Representative found to be in breach of this section shall be liable for the costs related to the disciplinary process required to establish such a breach.

### **Privacy**

9. The collection, use and disclosure of any personal information pursuant to this Policy is subject to SIRC's Privacy Policy.