



Policy Name:	Statement of Integrity – Our Code of Ethics and Personal Conduct
Policy Family:	Governance
Section:	Board Policies
Approval Authority:	Board of Directors
Responsible Staff:	Executive Director
Implementation Date:	Approved 2013-05-08 (as Code of Conduct)
Amendment Dates:	2016-08-17

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## 1.0 Policy Statement

This Statement of Integrity – Our Code of Ethics and Personal Conduct is the foundational agreement of how all members of Canada Snowboard (CS) family shall approach their activities within the Canada Snowboard (CS) community.

We collectively make this statement for we recognize it's not simply what we do but how we do it. Integrity involves how we manage ourselves in our day-to-day dealings with others and helps determine not only are success on the field of play but our business success as well. We choose to act in ways which are consistent with our organizational and personal commitments to build loyalty, trust, confidence and passion within all our stakeholders - athletes, coaches, officials, employees, sponsors, partners, and volunteers.

## 2.0 Purpose (Reason for Policy)

Canada Snowboard supports equal opportunity and is committed to providing a compassionate, ethical and inclusive environment in which all individuals are treated fairly, with appropriate dignity and respect.

The purpose of this Statement of Integrity is to ensure that our behaviours support our aspiration for a safe and positive Canada Snowboard Sport Environment by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with Canada Snowboard's values, mission, and objectives. This policy is fundamental to how we operate and conduct ourselves and for that reason, has been established as an umbrella policy covering all aspects of our organization's activities and undertakings. It is from this statement that all other policies developed and implemented at Canada Snowboard will reflect our integrity as outlined here.



### **3.0 Scope of Application**

This Statement of Integrity applies to all Individuals' considered members of the Canada Snowboard family and having an official role with or capacity with Canada Snowboard.

Agreement to uphold the Statement of Integrity is undertaken through:

- election to the Board of Directors;
- appointment to any Board committees;
- employment, whether contracted or salaried by Canada Snowboard;
- recruited as a volunteer in a defined role;
- selection to any Canada Snowboard team; or
- participation in activities sanctioned by the Canadian Snowboard Federation.

- 3.1 An Individual who violates this Statement of Integrity may be subject to sanctions pursuant to Canada Snowboard's Discipline and Complaints Policy.
- 3.2 In addition to facing possible sanction pursuant to Canada Snowboard's Discipline and Complaints Policy, an Individual who violates this Statement of Integrity 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.
- 3.3 Canada Snowboard employee conduct is additionally governed in accordance with the Canada Snowboard HR policies and employment agreements. Any employee conduct in violation of these policies will be subject to appropriate disciplinary action subject to the Canada Snowboard Human Resources policy.
- 3.4 This Statement of Integrity also applies to Individuals' conduct outside of Canada Snowboard's business, activities, and events when such conduct adversely affects relationships within Canada Snowboard, its work and sport environment, and is detrimental to the image and reputation of Canada Snowboard. Such applicability will be determined by Canada Snowboard at its sole discretion.

### **4.0 Related Documents**

The following documents are related to this statement of integrity:



- Discipline and Complaints Policy
- Canadian Anti-Doping Program
- Compassionate and Inclusive Workplace Policy
- Equity and Access Policy
- Athlete Agreement
- Human Resources Policy
- World Anti-Doping Code

## **5.0 Responsibility and Guidance**

For interpretation or guidance on the application of this policy, please contact the Executive Director. Any recommended changes or formal application of this policy reside under the authority of the Board of Directors.

## **6.0 Definitions & Principles**

The following terms have these meanings in this Statement of Integrity:

- a) “Individuals” – Registered Snowboarders and all individuals engaged in activities with Canada Snowboard including, but not limited to, athletes, coaches, judges, officials, volunteers, managers, administrators, committee members, and directors and officers of Canada Snowboard.
- b) “Sport Environment” – Any place where Canada Snowboard business or activities are conducted, including but not limited to:
  - i. the Canada Snowboard office;
  - ii. any meetings in which members represent the interests of Canada Snowboard;
  - iii. work-related social functions, assignments, travel, and conferences or training sessions;
  - iv. competitions, practices, tryouts, sport testing, training camps, speaking engagements and travel to and from those events.

## **7.0 The Policy**

7.1 Individuals have a responsibility to:

- a) Maintain and enhance the dignity and self-esteem of Individuals and others 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) Provide, sustain and create a tolerant, respectful and safe environment for all by adhering to Canada Snowboard's Compassionate and Inclusive Workplace Policy;
- c) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- d) Refrain from consuming alcohol, tobacco products, or recreational drugs while participating in Canada~Snowboard programs, activities, competitions, or events. In the case of adults, reasonably consume alcohol in situations where minors are present and take steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with the Canada Snowboard Sport Environment.
- i. At no time will any Individual become intoxicated.
- e) Respect the property of others and not willfully cause damage
- f) Promote the sport of snowboard in the most constructive and positive manner possible
- g) Adhere to all federal, provincial, municipal and host country laws
- h) Comply, at all times, with Canada~Snowboard's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

## 7.2 Board/Committee Members and Staff

In addition to section 7.1 (above), Canada~Snowboard's staff, Board and Committee Members will have additional responsibilities to:



- a) Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of Canada~Snowboard business and the maintenance of Individuals' confidence
- b) Ensure that Canada~Snowboard'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 Canada ~Snowboard
- 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 Canada~Snowboard 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 Canada~Snowboard 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 Canada~Snowboard governance documents
- m) Conform to the bylaws and policies approved by Canada~Snowboard, in particular this Statement of Integrity

### 7.3 Coaches

In addition to section 7.1 (above), coaches have additional responsibilities to:

- a) Maintain awareness of their critical role in the personal, sport and athletic



development of each athlete

- b) Understand, respect and be extremely careful not to abuse, consciously or unconsciously, the inherent power imbalance that exists in a coach-athlete relationship
- c) Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved athletes
- d) Prepare athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes
- e) Appropriately communicate and engage, as requested, with sport medicine professionals in the diagnosis, treatment, and management of athletes' medical and psychological treatments. Respect the expertise and recommendations of the sport medical professionals for the athlete's health
- f) Support the coaching staff of a training camp or national team; should an athlete qualify for participation with one of these programs
- g) Provide athletes and the parents/guardians of athlete minors with the information necessary to be involved in the decisions that affect the athlete
- h) Act in the best interest of the athlete's development as a whole person
- i) Respect other coaches, staff, officials and volunteers
- j) Meet the highest standards of credentials, integrity and suitability
- k) Report any ongoing situation or condition (criminal or otherwise) that may be contraindicated for a position of leadership working with people, especially with respect to minors.
- l) Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed and administered medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco



- m) Respect athletes playing with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the responsibilities of coaching, unless after first receiving approval from the coaches who are responsible for the athletes
- n) Not engage in a sexual relationship with an athlete under 18 years old, or an intimate or sexual relationship with an athlete over the age of 18 if the coach is in a position of power, trust, or authority over the athlete
- o) Respect and promote the rights of all participants in sport, with special responsibility for those participants who are in a vulnerable or dependent position and less able to protect their own rights. This is accomplished by
  - i. establishing and following procedures for confidentiality (right to privacy),
  - ii. informed participation, and
  - iii. fair and reasonable treatment.
- p) Dress professionally, neatly, and inoffensively
- q) Use inoffensive and appropriate language for the audience being addressed

#### 7.4 Athletes

In addition to section 7.1 (above), athletes have additional responsibilities to:

- a) Participate and appear on-time, well-nourished, and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, tournaments, and events
- b) Report any medical problems in a timely fashion, when such problems may limit their ability to travel, practice, or compete; or in the case of carded athletes, interfere with one's ability to fulfill requirements under the Athlete Assistance Program
- c) Properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other restriction
- d) Adhere to Canada~Snowboard's rules and requirements regarding clothing and equipment; this includes any FIS policies for FIS sanctioned events



- e) Never ridicule a participant for a poor performance or practice
- f) Act in a sportsmanlike manner and not display violent behaviour, foul language, or rude gestures to other players, officials, coaches, or spectators
- g) Dress in a manner representative of Canada~Snowboard, focusing on neatness, cleanliness, and discretion
- h) Act in accordance with Canada~Snowboard's policies and procedures with particular adherence to this Statement of Integrity and the Canada Snowboard Athlete Agreement and, when applicable, additional rules as outlined by coaches or managers
- i) Abstain from the non-medical use of drugs or the use of performance-enhancing substances or methods and adhere to the Canadian Anti-Doping Program.
- j) 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)

## 7.5 Officials

In addition to section 7.1 (above), officials have additional responsibilities to:

- a) Maintain and update their knowledge of the rules and rules changes
- b) Work within the boundaries of their position's description while supporting the work of other officials
- c) Act as an ambassador of Canada~Snowboard by agreeing to enforce and abide by national and applicable rules and regulations
- d) Take ownership of actions and decisions made while officiating
- e) Respect the rights, dignity, and worth of all individuals
- f) Not publicly criticize other officials or any snowboard club or association



- g) Assist with the development of less-experienced referees and minor officials
- h) Conduct themselves openly, impartially, professionally, lawfully, and in good faith in the best interests of Canada~Snowboard, athletes, coaches, other officials, and parents
- i) Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others
- j) Respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Individuals
- k) Honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time
- l) When writing reports, set out the true facts and not attempt to justify any decisions
- m) Dress in proper attire for officiating

## **8.0 Appendix**

There are no additional forms necessary to implement this policy.