

Winnipeg South Photo Club

Code of Conduct

1. Purpose

The Mission of the Winnipeg South Photo Club (WSPC) is to provide an educational and recreational program for the benefit of its members with emphasis placed on the art of photography in a noncompetitive atmosphere.

In keeping with the above Mission Statement, the purpose of this Code of Conduct is to ensure a safe and positive environment within Winnipeg South Photo Club's meetings, programs, activities and events. There is an expectation, at all times, of appropriate behavior by all WSPC members, guests and presenters. WSPC is committed to providing an environment in which all individuals are treated with respect.

2. Application of this Policy

This policy applies to the conduct of WSPC members and their guests, and presenters and covers all activities and communications organized by members on behalf of the club. Members are expected to make their guests aware of the club's expectations with respect to the Code of Conduct.

3. Responsibilities

1. All members are entitled to be treated with dignity, respect and common courtesy in their contact with others and they need to act with integrity towards others at all time by:
 - i. Demonstrating respect to individuals regardless of race, national or ethnic origin, colour, religion, creed, age, gender, sexual orientation, marital status, family status, disability or economic status;
 - ii. Focusing comments or criticism appropriately and avoiding public criticism of other members or organizers of events and activities;
 - iii. Consistently treating individuals fairly and reasonably;
 - iv. Refraining from any behavior that constitutes harassment, where harassment is defined as *"comment or conduct directed towards an individual or group, which is offensive, abusive, racist, degrading, malicious or sexist"*. Types of behaviors that constitute harassment (excluding sexual which is covered in (3 v.) below) include, but are not limited to:
 - a. Written or verbal abuse, threats, outbursts or inflammatory remarks;
 - b. Unwelcome remarks, jokes, comments, innuendos or taunts;
 - c. Leering or other suggestive or obscene gestures;
 - d. Practical jokes which cause awkwardness or embarrassment;
 - e. Any form of hazing;
 - f. Unwanted physical contact or assault;
 - g. Behaviors such as those described above that are not directed towards individuals or groups but have the same effect of creating a negative or hostile environment; or
 - h. Retaliation or threats of retaliation against an individual who reports harassment.

- v. Refraining from any behavior 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 behavior that constitute sexual harassment include, but are not limited to:
 - a. Sexist jokes;
 - b. Display of sexually offensive material;
 - c. Sexually degrading words used to describe a person;
 - d. Inquiries or comments about a person’s sex life;
 - e. Unwelcome sexual flirtations, advances or propositions;
 - f. Persistent unwanted contact;
 - g. Sexual assault.
2. Respecting the Copyright Act of Canada, which governs the legally enforceable rights to creative and artistic works under the laws of Canada. Never incorporating another member’s work into your own work without their permission, nor sharing another member’s intellectual property via social media, or any other electronic or print media, without ensuring that full ownership credit is given to that member.
 3. Respecting the privilege of the use of public or private facilities that may be used for club events or activities, and not willfully causing damage to those facilities, or to the property of another member of the club.
 4. Never engaging in malicious or deliberately inaccurate criticism of the reputation or work of another photographer.
 5. Never engaging in activities, behavior or conduct that jeopardizes the health and safety of any individual.
 6. Respecting the privacy and property rights of your subjects, and never using deceit in obtaining model or property releases.
 7. When participating in official Club functions, or representing the Club at any events, avoiding behavior that brings the WSPC into disrepute, including but not limited to abusive use of alcohol or non-medical use of drugs.
 8. Complying at all times with the Constitution, policies, and rules and regulations of the WSPC, as adopted and amended from time to time.
 9. Preventing unwanted interruptions in formal presentations, and also including from personal electronic devices.
 10. WSPC members are expected to act Acting responsibly and ethically when photographing people, wildlife and property.

4. Role of WSPC Board of Directors

1. Members of the WSPC Board of Directors are expected to lead by example and fully support this Code of Conduct.
2. Members of the WSPC Board of Directors are expected to be considerate of other board members and to work collaboratively in managing the club.

3. Members of the WSPC Board of Directors should avoid conflicts of interest if possible. In cases where a conflict of interest cannot be avoided, then the affected Director will declare the conflict.

5. Compliance with this Policy

1. Members must agree to comply with the Code of Conduct when applying to be a WSPC member. Individuals, who do not agree to comply, will not be afforded membership.
2. A Member's disregard of the guidelines may result in warnings and/or possible expulsion from the Club.
3. violations of the Code of Conduction should be brought to the attention of the WSPC Board of Directors review.

6. Process

1. Upon learning of an alleged infraction of the Code of Conduct policy, the Board of Directors will convene a special meeting.
2. If one or more Directors are accused of an infraction, the remaining Directors shall convene an Investigation Committee with a minimum of three members, composed of a combination of Directors and/or club members.
3. The complainant and the investigated person are notified that an investigation has been initiated. The investigated person is provided with a copy of the complaint and is asked to provide a written response. That response is then forwarded to the complainant to provide them with an opportunity to provide additional information.
4. If deemed necessary, the investigation may also include interviewing the complainant, the investigated person or other people involved in the matter.
5. Once the investigation is complete, the Investigation Committee will determine whether they will dismiss the matter or pursue disciplinary measures. These measures may include suspension or expulsion from the club or any other type of censure that the committee deems appropriate
6. The WSPC Board of Directors will respect the privacy of all parties involved in any allegation and will only communicate the Board's decisions related to Code of Conduct issues to the membership when it is deemed necessary.