

MEMBERS' CONDUCT POLICY

MEMBERS' RESPONSIBILITY

This Policy applies to all financial members, honorary members and course leaders of the Association. For the purpose of this Policy they shall together all be deemed to be members of the Association.

It is required that members will at all times, for all activities of the Association, behave in accordance with acceptable community standards. In particular members are expected to display respect and courtesy towards fellow members, to refrain from any harassment and to behave with honesty and integrity.

Any reports of conduct not complying with these standards will be dealt with in accordance with the Non-Compliance Procedure below.

NON-COMPLIANCE PROCEDURE

1. Where an act of non-compliant behaviour is alleged to have occurred the following procedure is to apply:
 - (a) In the first instance, an act of alleged non-compliant behaviour shall to be reported by the complainant to the President of the Association.
 - (b) The complaint will then be considered by a meeting of the Office Bearers of the Association, sitting as a Conduct Committee. The member against whom the complaint has been lodged shall be invited to that meeting in order to address the complaint.
 - (c) Following that meeting the Conduct Committee shall decide what action, if any, will be taken and shall notify the parties to the complaint of that decision in writing.
- 2) Where the alleged conduct is found to have been non-compliant the Conduct Committee may:
 - (a) Issue to the member concerned a written warning to conform to the requirements of the Association and that failure to do so could result in further action being taken; or
 - (b) Suspend the member for a period prescribed by the Conduct Committee; or
 - (c) Cancel the member's membership of the Association.
- 3) Within 7 days of receiving the notification from the Conduct Committee a member, aggrieved by any decision under this Policy, has the right of appeal in writing or in person to a special meeting of the entire Committee, which may uphold, reduce or rescind such decision, based upon the evidence presented to it.