

Skating Association of Maine

Code of Conduct

This code of conduct requires that all officers, directors, employees and volunteers of the organization must, in the course of carrying out the Club's activities:

- Behave honestly and with integrity
- Act with care and diligence
- Treat everyone with respect and courtesy and without harassment
- Comply with all federal, state and local laws and regulations applicable to the Club
- Comply with the rules and regulations of US Figure Skating
- Comply with the Club's policies
- Comply with all lawful and reasonable direction given by someone in the Club who has authority to give direction
- Never provide false, misleading or incomplete information in response to a request for information that is made for official purposes
- Use organization resources in proper manner
- Never make improper use of inside information of the employee's duties, status, power or authority
- Behave in a manner that upholds the Club's values and good reputation
- Report all know and suspected violations of the Code of Conduct or other acts described in the Club's policy on suspected misconduct to the Executive Committee

In the fulfillment of these requirements, every officer, director, employee and volunteer of the organization should be able to unequivocally answer "yes" in response to each of the following questions with respect to all of their activities carried out as a representative of the Club:

- Is my action legal and in compliance with all applicable laws and regulations?
- Is my action ethical?
- Does my action comply with all organization policies?
- Am I sure that my action does not in any way appear to be inappropriate to anyone who may observe my behavior?
- Am I certain that I would not be embarrassed or compromised if my action became known with the Club or publicly?
- Am I sure that my action meets my personal code of ethics and behavior?
- Would I feel comfortable defending my actions on the evening news?