



CODE OF CONDUCT, ETHICS, & HARRASMENT POLICY

All members, staff, contractors, and volunteers of WGAZ are expected to accept and act in accordance with the policies and procedures outlined within this WGAZ Code of Conduct and Ethics.

Definitions:

- **Member:** A person or group who represents WGAZ in a competitive or noncompetitive setting.
- **Staff:** A person who is hired for a wage, salary, fee, or payment to perform work for WGAZ on a regular basis.
- **Independent Contractor:** A person who provides seasonal services in exchange for a fee. Independent contractors are offered assignments for work. These assignments can be refused.
- **Volunteer:** A person who gives of their time freely to WGAZ. Volunteers are offered assignments for various events. These assignments can be refused.

By the acceptance of assignments, all members, staff, contractors, and volunteers agree to abide by the WGAZ Code of Conduct and Ethics. A failure to adhere to the code of conduct may subject the member, staff, contractor, or volunteer to termination or suspension of involvement, employment or revocation of any and all remaining assignments. WGAZ also reserves the right to remove said member, staff, contractor, or volunteer from future work or partnership with WGAZ.

WGAZ will not tolerate conduct that impacts negatively on the organization, either in terms of any member or their group, staff or contractor's individual work performance, workplace safety, or the business interests and corporate image of WGAZ. All members, staff, contractors, and volunteers must consider themselves as an ambassador of WGAZ. You are not only expected to uphold all policies yourself, but to help remind others of them when necessary. Further, WGAZ reserves the right to discipline, discharge or suspend a member, group, staff, contractor, or volunteer who engages in or is alleged to have engaged in unlawful activity outside the organization to the extent consistent with applicable law.



ALCOHOL

The member, staff, contractor, or volunteer agrees to not consume alcohol while “at work” with WGAZ. “At work” includes the time period between the beginning of the day and close of competition. The member, staff, contractor, or volunteer agrees not to consume alcohol until his/her responsibilities are completed for the day. Violators may receive disciplinary actions, including dismissal or suspension.

It is unlawful to bring alcohol onto any school grounds or most arena facilities. Violation of these laws could result in immediate dismissal or suspension.

Any member, staff, contractor, or volunteer driving or transporting WGAZ personnel must refrain from consuming any alcohol beverages.

CONTROLLED SUBSTANCES

The member, staff, contractor, or volunteer agrees not to pursue, continue, or engage in the use of, or be under the influence of, illegal or recreational drugs or prescription medications or substances which may affect your ability to function or cause one to be impaired while “at work” with WGAZ. “At work” includes the time period between the beginning of the day and close of competition. Violators may receive disciplinary actions, including dismissal and referral to law enforcement for violations of the law.

GENERAL CONDUCT

Our reputation depends on the conduct of all members, staff, contractors, and volunteers. All those employed or engaged by WGAZ must play a part in maintaining that reputation to the highest ethical standards. Good manners, courtesy, and common sense are generally all that is required in order to ensure appropriate conduct and behavior. Conduct or language that could be perceived by a reasonable person as being rude, inappropriate, abusive, disorderly, derogatory, immoral, or threatening will not be tolerated. Violators may receive disciplinary actions, including dismissal or suspension.

HARRASSMENT

It is WGAZs policy to provide a safe environment for ALL members of this circuit. WGAZ will NOT tolerate any form of harassment. Behavior that may be considered inappropriate or may be deemed as harassment is not allowed. Harassment refers to a wide spectrum of offensive behavior. When the term is used in a legal sense, it may refers to behaviors that can be found to be threatening or disturbing, and beyond those that are sanctioned by society.

Any conduct that creates a hostile working environment is prohibited. Such conduct may include but is not limited to:

- Repeated unwanted sexual flirtations, advances, or propositions
- Verbal abuse of a sexual nature
- Verbal comments about an individual's body
- Sexually degrading words used to describe an individual
- Unwanted physical contact
- Any other behavior that is not socially acceptable in a professional environment
- Verbal abuse-shouting, yelling, swearing, name calling, and vulgarity
- Spreading malicious rumors, gossip, and lies



- Threats of physical abuse
- Intentional isolation, ignoring, and excluding persons
- Intimidation or manipulation
- Sabotaging or impeding a person's success
- Cruel comments, belittling, and insults
- Unjust, harsh, and constant criticism
- Aggressive behavior
- Sexual harassment, unwanted touching, or stalking
- Personal or offensive jokes
- Invading a person's privacy or personal belongs
- Unequal treatment due to race, gender, age, size, religion, or country of origin
- Taking credit for someone else's work

Any member, staff, contractor, or volunteer who is found after an appropriate investigation to have harassed another member, staff, contractor, volunteer, performer, or customer of WGAZ will be subject to appropriate disciplinary actions, including dismissal or suspension.

By registering you acknowledge you have read WGAZs Code of Conduct, Ethics & Harassment Policy