



Event Conduct Policy

Purpose:

This policy outlines the expected standards of behaviour for everyone participating in or representing the organization at events, functions, or activities. It applies regardless of whether alcohol is served or consumed.

1. Applicability

This policy applies to all individuals participating in or representing the organization at events, including but not limited to:

- Employees, contractors, and consultants
- Board and committee members
- Volunteers
- Partners, sponsors, and vendors
- Guests and family members accompanying participants

It covers all events hosted by the organization (such as meetings, conferences, tournaments, fundraisers, celebrations, or community functions) and external events (such as banquets, award ceremonies, or partner functions) where attendees are representing the organization in any capacity.

2. Professional and Respectful Conduct

- All attendees and representatives are expected to act respectfully, responsibly, and professionally at all times.
- Conduct that could negatively impact others, disrupt the event, or harm the organization's reputation is not acceptable.
- All individuals must adhere to the organization's Code of Conduct, Harassment-Free Environment, and Safe Sport principles.
- Any form of harassment, discrimination, bullying, intimidation, or inappropriate language or behaviour will not be tolerated.

3. Alcohol Consumption

- If alcohol is available, consumption must be moderate and responsible.
- Individuals must remain in control, respectful, and capable of sound judgment at all times.
- Excessive drinking, intoxication, or encouraging others to overconsume alcohol is prohibited.
- Non-drinking attendees must be respected, and no one should feel pressured to drink.
- The organization reserves the right to restrict or end alcohol service at any time to ensure safety and uphold professional standards.

4. Health, Safety, and Transportation

- Attendees and representatives are responsible for their own safety and the safety of others.
 - If consuming alcohol, individuals must arrange for safe transportation (e.g., designated driver, taxi, or rideshare).



- No one is permitted to operate a vehicle while impaired or under the influence of alcohol or drugs.
- The organization may assist with safe transportation options when necessary.
- Any unsafe, aggressive, or inappropriate behaviour will result in removal from the event and may lead to further action.

5. Representation of the Organization

- Individuals attending or representing the organization must conduct themselves in a way that reflects positively on the organization's values and reputation.
- Actions that harm the organization's image, relationships, or community standing may lead to disciplinary measures (for employees or members) or removal from future events.
 - Courtesy, professionalism, and inclusion are expected at all times.

6. Disciplinary Action

Failure to comply with this policy may result in disciplinary action, up to and including termination of employment, revocation of volunteer or membership status, or restriction from attending or representing the organization at future events, depending on the circumstances.

7. Questions or Concerns

Anyone with questions about this policy or its application should contact their Supervisor, or Human Resources Chair before attending or representing the organization at an event.

Revision History:

Date	Name	Comments
21-May-26	Board of Directors	Approved