

MEMBER CODE OF CONDUCT

The WestShore Chamber of Commerce (WSCC) has developed and is committed to a culture and reputation for honesty, integrity, and professionalism. This is highlighted by the ethical principles and core values of:

- Integrity
- Transparency
- Diversity
- Community
- Collaboration
- Resilience

This Member Code of Conduct emphasizes each Member business' responsibility to observe these principles and requirements. Maintaining this ethical culture is a shared responsibility.

As a Corporate/Individual member of the WestShore Chamber of Commerce I/we recognize that membership is a privilege and brings with it the responsibility to:

1. Conform to all laws established by municipal, provincial, and federal governments for the conduct of business.
2. Conduct all business and professional activities in an honest, fair, and principled manner so as to reflect honourably upon the WestShore business community and fellow Chamber members.
3. Contribute to a community free from bullying, discrimination, harassment, and racism. (See definitions below)
4. Observe the highest standards of ethics in rendering services and/or offering products for sale, based on the member's own knowledge and experience.
5. Participate in WestShore Chamber of Commerce events and activities of the Chamber and lend my/our business/professional expertise.
6. Promote the development and enhancement of business growth and activities in the WestShore.
7. Understand, support, and promote the Mission of the WestShore Chamber of Commerce and cooperate with fellow members in the application of this Code of Conduct

WSCC Mission Statement

We foster and advance the growth, prosperity and sustainability of business and community in the WestShore.

DEFINITIONS:

Bullying - a form of aggressive behavior in which someone intentionally causes another person injury or discomfort

Discrimination – the unjust or prejudicial treatment based on Indigenous identity, race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age (Human Rights Act of BC)

Harassment - any inappropriate, uninvited and or unwelcome conduct or comment by a person towards another individual that the person knew or reasonably ought to have known would cause that individual to be humiliated or intimidated

Racism - prejudice, discrimination, or antagonism directed against a person on the basis of their membership in a particular racial or ethnic group

Process for Reporting Member Code of Conduct Breaches:

The WSCC takes seriously all alleged breaches of the Member Code of Conduct. The WSCC uses a fair and impartial ethical framework for examining all relevant information on a reported breach prior to imposing sanctions.

Report:

If there is an allegation or potential breach of this Code, anyone can access the Code of Conduct Breach reporting webform at: <http://www.westshore.bc.ca/reportbreach/>. Only the information needed to review the allegation will be solicited. The webform will automatically be forwarded to the President of the board. The Executive Committee will act as an ad hoc Ethics Committee on behalf of the board.

Inform:

Upon receipt of an alleged breach:

1. The Member Business will be advised that an allegation of a breach of conduct has been reported and that they will be under temporary suspension until such time as an appropriate review of the circumstances around the allegation have been undertaken.
2. The member will be apprised of the allegation and has 20 days to provide a response to the allegation, which will be reviewed by the Executive Committee. The board then has 20 days to review the Member's response, conduct appropriate inquiries, and provide a response about the outcome to the Member.

Review:

The WSCC Executive Committee will conduct an impartial and private review to determine veracity of the allegation. This will include the Member's response to the allegation and could include soliciting legal counsel.

Recommend:

The Executive Committee will provide the board with a recommendation:

1. That the alleged Member actions do not breach the WSCC Member Code of Conduct and withdraw suspension of the reported Member business.
2. That further investigation and inquiries will be undertaken to gather information necessary to make a decision, and suspension is upheld until that time.
3. That the allegations reported were investigated and found to have breached the WSCC Member Code of Conduct and the Member is expelled from membership.