**Sebago Lake Rotary Club**

**Code of Conduct**

Introduction

From Rotary International, we note: *A positive public image of Rotary enhances our ability to do good in the world. As a Rotarian, our words and actions represent Rotary. Joining Rotary means committing to live by Rotary’s values. Each of us also has the ability to improve the public’s understanding of Rotary and why we’re proud to be a part of it*.

Object of Rotary

Rotary International also states: *The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:*

1. *The development of acquaintance as an opportunity for service;*
2. *High ethical standards in business and professions; the recognition of the worthiness of all useful occupations; and the dignifying of each Rotarian’s occupation as an opportunity to serve society;*
3. *The application of the ideal of service in each Rotarian’s personal, business, and community life;*
4. *The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service*

By maintaining their membership status in Rotary, a member accepts the principles of Rotary as expressed in its object and submits to and agrees to comply with and be bound by the constitution and bylaws of the Sebago Lake Rotary Club, and on these conditions alone is entitled to the privileges of this Club. Each member is subject to the terms of the constitution and bylaws.

Purpose and Policy Statement of Conduct

The Sebago Lake Rotary Club is committed to creating and maintaining a safe and professional environment for all participants in Rotary activities. To that end, our members are expected to practice a culture of respect and conduct consistent with the 4-Way Test, which reads:

*Of the things we think, say or do …..*

1. *Is it the truth?*
2. *Is it fair to all concerned?*
3. *Will it build good will and better friendships?*
4. *Will it be beneficial to all concerned?*

Further, our thoughts, words and actions in our interactions with fellow Rotarians, the youth with whom we work, our associates, partners and spouses, other volunteers and the community must be respectful and appropriate at all times. We believe Rotarians and volunteers should always:

1. Provide a model of good and appropriate behavior;
2. Treat others with respect;
3. Respect each person’s right to privacy;
4. Be aware that behavior can be misinterpreted even when well intentioned; and
5. Challenge unacceptable behavior.

Further, we adopt and support the existing **ROTARIAN CODE OF CONDUCT,** which reads:

*As a Rotarian, I will:*

* 1. *Act with integrity and high ethical standards in my personal and professional life*
	2. *Deal fairly with others and treat them and their occupations with respect*
	3. *Use my professional skills through Rotary to mentor young people, help those with special needs, and improve people’s quality of life in my community and in the world*
	4. *Avoid behavior that reflects adversely on Rotary or other Rotarians*

**This policy applies to Rotarians, volunteers, spouses, partners, guests and community members participating in Club-sponsored activities.**

Enforcement

Our Club places great emphasis on our work with people in the community. We believe our volunteer efforts are vital to the quality of life in the communities within our service area, and to the good reputation of Rotary and Rotarians.

For this exemplary work to continue, it is important that our Club protect the interests of everyone involved and create and maintain a safe and respectful environment for all participants in Rotary programs, activities and events.

Therefore, all allegations of violations of this Code of Conduct will be taken seriously and handled in accordance with these guidelines. However, nothing in these guidelines is intended to preempt referral of criminal activity to law enforcement authorities.

When an allegation is made, the safety and wellbeing of those involved shall always be the first priority. Since an allegation does not necessarily mean a violation occurred, this policy will also assist in ensuring that any member against whom an allegation is made is treated fairly.

An allegation of any member being in violation of this Code of Conduct should be brought to the attention of the Club Protection Officer. If deemed appropriate, the Protection Officer and the then Club President will immediately appoint a three (3) member review committee from among active Club members. The Committee shall:

1. Review the allegation(s)
2. Interview affected parties, including the member alleged to be in violation, so that it may accumulate pertinent and factual information relevant to the allegation.
3. Compare the allegation to the Rotarian Code of Conduct
4. If warranted, seek guidance from the Assistant District Governor
5. Make a determination as to the merit of the allegation
6. Recommend appropriate action to the full Club
	1. Anticipated appropriate action may include:
		1. A determination that the allegation is false, and that no further action is required
		2. A determination the allegation has merit, but the alleged action did not violate the Rotarian Code of Conduct, and therefore no further action is required.
		3. A determination the allegation has merit and the Rotarian Code of Conduct has been violated.
			1. Should a determination be made the Code of Conduct was violated, and further action is warranted, the Committee will recommend appropriate action to the President and Board of Directors. Such action may include:
				1. An official, written reprimand, noting continuation of such behavior will not be tolerated and may result in suspension and/or dismissal.
				2. A suspension of Club privileges for a set period of time
				3. Immediate dismissal from the Club
7. The Committee will submit their findings and recommendations to the Club President and its Board of Directors.
8. The President and the Board will share the Committee findings with the accused, and offer him/her an opportunity to rebut the allegation, and/or object to the Committee recommendation.
9. The President and the Board may accept, reject or modify the Committee recommendation(s).
10. The President and the Board must bring their decision on the matter to the full Club.
11. The full Club may accept, reject or modify the President and Board’s recommendation(s).