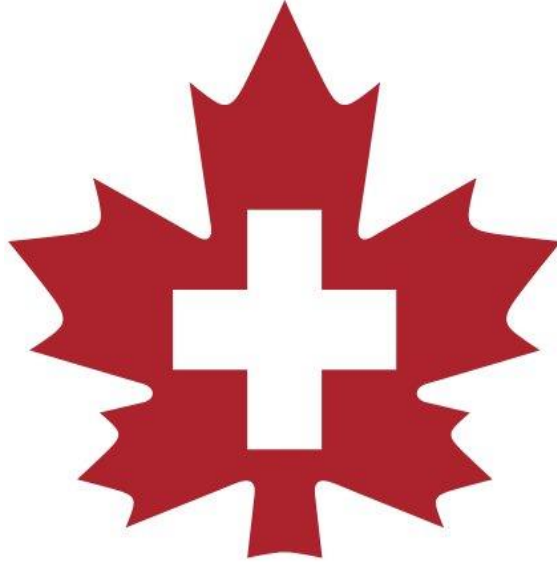


Canadian Ski Patrol
Code of Ethics Policy
(Version Control Number)



Canadian Ski Patrol

Code of Ethics Policy

Number

Work-in-Progress Version 1.2 – *Proposed Draft March 2016*

In Force Date – *to be determined*

01 History

- 01.01 First publication
The policy was first established in 2004.
- 01.02 Version
This version was approved on *month, date, year*. See Motion Reference xxxx.
This version replaces all previous versions of the national Code of Ethics.

02 Objective

- 02.01 Objective
The objective is to maintain a national Code of Ethics.

03 Definitions

- 03.01 Canadian Ski Patrol
The Canadian Ski Patrol is the charitable organization established under **The Not for Profit Act of Canada** and which operates a national office located at 4531 Southclark Place, Ottawa, Ontario.
- 03.02 Ethics
Ethics are the qualities of honesty, truthfulness, fairness, respect and accountability. Ethics are expressed through the consistency of acting in accordance with those qualities among persons and groups.
- 03.03 Code of Ethics
The Code of Ethics is the statement of general core moral principles of honesty, truthfulness, fairness, respect and accountability.
- 03.04 Conduct
Conduct is the presentation, appearance, behaviour, and spoken and written word in whatever form, that establishes and upholds the integrity and esteem of the Canadian Ski Patrol. Conduct is also the expectation and requirement of acting in accordance with the Code of Ethics.

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- 03.05 Code of Conduct
The Code of Conduct is a set of procedures and other operational rules of behaviour that establishes and upholds the integrity and esteem of the Canadian Ski Patrol including but not limited to presentation and deportment of members, Officers, staff, contractors and services providers.
- 03.06 National office
The national office of the Canadian Ski Patrol is located at 4531 Southclark Place, Ottawa, Ontario and includes executive, senior staff and contractors and other employees.
- 03.07 Manual
The manual of the Canadian Ski Patrol is the current publication, whether published singly or severally, that includes first aid, administrative and operational requirements, guidelines, practices and expectations of the Canadian Ski Patrol.
- 03.08 Members
Members are persons registered in compliance with the various requirements of the Canadian Ski Patrol as established from time to time.
- 03.09 Operations
The National Management Committee, Division Presidents and Zone Presidents constitute the Operations of the Canadian Ski Patrol.

04 Applicability

- 04.01 Applicability
This policy is applicable to all members and Officers of the Canadian Ski Patrol. The policy applies all staff of the Canadian Ski Patrol regardless of employment status. By virtue of membership, all persons make a commitment to the spirit and letter of the Code of Ethics. It is the expectation that contractors and service providers will, in dealings with the Canadian Ski Patrol and others, act in an ethical manner.
- 04.02 Right to manage
This policy does not limit the rights of the Canadian Ski Patrol to manage staff as an employer. Performance reviews, work assignments and evaluation, and disciplinary measures taken by the Canadian Ski Patrol as an employer for any valid reason do not constitute a contravention of the Code of Ethics.

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- 04.03 Publication
This version is published in the Regulations, Article 1 – Governance Oversight, Section 1 – Membership; Part 1.1.5 – Code of Ethics.
- 04.04 Greater clarity
For greater clarity, in addition to this Code of Ethics, members, Officers, staff, contractors and service providers to the Canadian Ski Patrol are required to comply with applicable federal and provincial legislation and applicable standards of professional practice.
- 04.05 Access
This policy shall be made available to any member, Officer, staff, contractor or service provider during the normal business hours of the Canadian Ski Patrol.

05 Interpretation

- 05.01 Interpretation
The operational interpretation of this policy is the responsibility of a member of the National Management Committee appointed at the pleasure of the Board of Directors.
- 05.02 Not inconsistent
This policy shall not be interpreted in a manner that is inconsistent with federal and provincial legislation and applicable standards of professional practice.
- 05.03 Paramount
In the event of a conflict with a French translation of this policy, the English version is paramount.
- 05.04 Contravention
A contravention of the Code of Ethics may result in suspension or revocation of membership, dismissal from employment or cancellation of contracts and service agreements.

06 Ownership

06.01 Ownership

The Board of Directors is deemed to be the owner of this policy. No change may be made to any part of this policy without the approval of the Board of Directors. No change may be deemed to be applicable until published in this document.

06.02 Authoritative version notwithstanding previous version

This policy shall be the authoritative version notwithstanding the publication of a previous version. In the event of a change to this policy, versions published in the Regulation and manual are deemed to have been replaced by the new version as of the date of change to this policy.

06.03 Maintained

This policy is kept current by the national office of the Canadian Ski Patrol.

07 Purpose

07.01 Purpose

The purpose of this policy is to define general core moral principles of honesty, truthfulness, fairness, respect and accountability.

07.02 Foundational document

The Code of Ethics is also the foundational document for the Code of Conduct and other policies that describe the procedures and other operational rules of behaviour.

08 Implementation

08.01 Implementation

This policy is established and published in the Regulation and manual of the Canadian Ski Patrol.

08.02 Obligation to uphold

All members in positions of authority, Officers and staff of the Canadian Ski Patrol have, at all times, the responsibility and obligation to uphold and demonstrate leadership by acting in accordance with the Code of Ethics.

09 Responsibility

09.01 Responsibility

It is the responsibility and obligation of all members, Officers and staff to ensure their words and deeds establish and uphold the integrity and esteem of the Canadian Ski Patrol. It is expectation that contractors and service providers will, in dealings with the Canadian Ski Patrol and others, act in accordance with the general core moral principles of ethics.

09.02 More specific

It is the responsibility and obligation of all members, Officers and staff to comply with the spirit and letter of the Code of Ethics and Code of Conduct.

09.03 Other

It is the responsibility and obligation of all members, Officers and staff to comply with the bylaw, regulations, policies, practices and procedures of the Canadian Ski Patrol.

09.04 Scrutiny

It is the responsibility and obligation of all members, Officers and staff to act in an ethical manner that will withstand public scrutiny and establish and uphold the integrity and esteem of the Canadian Ski Patrol. For the purpose of this policy, public scrutiny is deemed to include behaviour, appearance and deportment, verbal and written communication including but not limited to publications, electronic broadcasts and social media that may be viewed by the public.

10 Code of Ethics

10.01 All members

All members, Officers and staff of the Canadian Ski Patrol shall establish and uphold the integrity and esteem of the Canadian Ski Patrol and shall specifically:

- a. Comply with the spirit and letter of the Code of Ethics and Code of Conduct, and
- b. Comply with the bylaw, regulations and procedures of the Canadian Ski Patrol as well as applicable federal and provincial legislation and applicable standards of professional practice;

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- 10.02 Demonstrate
Demonstrate, in word and deed, compliance with the moral principles of
- a. Honesty, truthfulness, fairness, respect and accountability, and
 - b. Dignity, honour and sincerity.
- 10.03 Be
Be a member who is
- a. Mutually supportive;
 - b. Open to diversity of views, opinions and understanding, and
 - c. Self-reflective of intention, actions and consequences.
- 10.04 Accept responsibility
Accept individual responsibility for
- a. Behaving in a manner that establishes and upholds the integrity and esteem of the Canadian Ski Patrol;
 - b. Supporting the Canadian Ski Patrol with enthusiasm, and
 - c. Refraining from any action or inaction that may harm the Canadian Ski Patrol.
- 10.05 Aspire and attest
Aspire and attest that in the performance of duties that each member will
- a. Be competent, prepared and current;
 - b. Be fully engaged physically and cognitively and be free from distraction;
 - c. Maintain confidentiality due to persons in their care as well as due other members, Officers and staff of the Canadian Ski Patrol, and
 - d. To use discretion and respect in resolving disputes with all others.
- 10.06 Maintain relationships
Maintain relationships with all members of the public, the snow resort industry, other providers of first aid services, the private sector and governments that
- a. Are honest and truthful;
 - b. Uphold the highest degree of personal and professional integrity, and
 - c. Establish and uphold the integrity and esteem of the Canadian Ski Patrol.
- 10.07 In total
In total, members will
- a. Comply with the spirit and letter of the Code of Ethics and Code of Conduct;
 - b. Maintain a high standard of honesty, truthfulness, fairness, respect and accountability;

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- c. Comply with the bylaw, regulations and procedures of the Canadian Ski Patrol as well as applicable federal and provincial legislation and applicable standards of professional practice;
- d. Act in an ethical manner that establishes and upholds the integrity and esteem of the Canadian Ski Patrol and which withstands public scrutiny.

11 Conflict of Interest

11.01 All members

All members shall declare conflicts of interest as required by the Conflict of Interest policy.

END OF DOCUMENT