

LABRADOR RETRIEVER CLUB OF QUEENSLAND INC.

CODE OF CONDUCT AGREEMENT

The Labrador Retriever Club of Queensland (LRCQ Inc), taking into consideration member's interests has formulated this Code of Conduct for all our members. The highest principles of integrity and honesty are essential in building trust with all who come into contact with us as a Club.

The LRCQ Inc core values which are paramount to our success are:

- dignity and worth of the person
- importance of human relationships
- integrity and
- social justice for all

The Code of Conduct is in keeping with our core values but does not unduly restrict the individual member's personal conduct. It identifies the particular responsibilities that each of us must strive for to merit public confidence. No concise set of rules, of course, can detail every circumstance in which they may apply, but the Code of Conduct does provide essential guidelines for our daily actions. The LRCQ Inc is enhanced by its reputation with such reputation being developed by Members' conduct and thus each of us has a duty to assist in the development of our reputation by ensuring our conduct is of the highest standards.

OUR OBJECTS

All new members are provided with a copy of our Constitution and our Objects upon their acceptance as a member. All members are referred to our objects as listed under item 4A in our Constitution. Our affiliation with the Canine Control Council (Queensland) (C.C.C(Q)) as a breed club carries particular responsibilities and we highlight the following objectives from our Constitution:

- (a) to promote and encourage the breeding of pure bred dogs;
- (b) to promote and raise the standards and exhibition of pure bred dogs;
- (c) to promote good fellowship and sportsmanship amongst members and those participating in or attending exhibitions or shows.

MEMBERS' STANDARDS OF BEHAVIOUR

Club members acknowledge that their conduct shall be monitored against community standards and all applicable laws. Furthermore, LRCQ Inc members are required:

- to not knowingly misrepresent the LRCQ Inc to any person or association
- to maintain the best possible standards of health, cleanliness, safety and care of their dogs
- to take all appropriate measures to assist a Labrador Retriever in distress
- to display good sportsmanship and conduct in such a manner as to reflect credit upon themselves and the LRCQ Inc, irrespective of where they may be
- to not alter the appearance, physical structure, condition, or natural temperament of a dog by any means other than allowed for in the ANKC breed standard
- to ensure the truth and accuracy of any information and/or photographs submitted for publication
- to not misrepresent by silence or omission the LRCQ Inc to any other party
- to not publish false or misleading information
- to not engage in any behaviour which is contrary to the standards accepted by the community eg assault, intimidation, bullying, unsportsmanlike conduct, harassment etc

RESPONSIBILITY FOR BEHAVIOUR

Members must take responsibility for their own behaviour and should stop and think about the consequences of their actions (in words or deeds). Members should avoid any behaviour which may offend.

THE GENERAL CODE OF CONDUCT

- Members must disclose any conflict of interest or potential conflict of interest
- Members are expected to act with respect towards and consideration for all other members as well as with any people with whom they deal
- Members have an overriding responsibility to all other members and they must display the highest standards of personal behaviour at all times
- Members should use every opportunity to promote the LRCQ Inc at all times.

ACTIONS TO BE TAKEN WHEN CONFRONTED BY INAPPROPRIATE BEHAVIOUR

If an LRCQ Inc member considers that they have been the subject of inappropriate behaviour from another Club member:

- they should not ignore that behaviour in the hope that it will cease
- they should tell the other person to stop such inappropriate behaviour in clear calm language
- remember that silence may only reinforce the inappropriate behaviour; and
- if the inappropriate behaviour continues then members should consider taking the action outlined below.

OUR COMMITMENT

The LRCQ Inc is committed to providing an environment at exhibitions, trials, meetings and all other sanctioned events which is safe for all members. All members should be able to enjoy their sport in an environment free of inappropriate behaviour including bullying, intimidation and harassment or any other form of offensive behaviour. Providing a complaint is not vexatious and is made with proper intent without ulterior motives members will not be disadvantaged by having made the complaint.

OUR COMPLAINT PROCEDURES

- All complaints must be in writing and contain complete details of the incident including witness statements with their names, addresses and telephone numbers, description of the incident(s), behaviour in question, the date and time of the incident(s), signed and dated along with a statement that the contents are true and correct to the best of the complainant's knowledge and belief.
- The complaint must be lodged as soon as possible to the time and date of the incident with the President or Secretary of the LRCQ Inc.
- The complaint will first be the subject of a formal discussion with the parties involved (including witnesses if required) at which the President or Secretary will act as Chair and an oral direction will be provided.
- Should the complaint remain unresolved after the oral direction of the President or Secretary they will refer it to the Management Committee who will decide what further action to take such as disciplinary action by the LRCQ Inc.
- In respect to the LRCQ Inc, any action will be taken under their Constitution and will include a specification of charge, a hearing with the Management Committee and their decision being referred to a Special General Meeting for ratification.
- If the complaint is in respect of an incident at a show or event sanctioned by the C.C.C(Q) then it must conform to the procedures laid down by that body.
- If the complaint is upheld, penalties may range from written apology to suspension or termination of membership

Please retain these pages for your future reference.

PLEASE RETURN THIS PAGE WITH YOUR MEMBERSHIP APPLICATION

MEMBERS AGREEMENT

I / We* the person (s) whose signature (s) appears below acknowledge that I / We* will be bound by the terms and conditions of the LRCQ Inc Constitution and Code of Conduct.

I / We* freely accept full responsibility for my/ our* conduct and/ or behaviour and agree to personally indemnify and keep indemnified the LRCQ Inc and all its members as well as all other organisations or persons who are affected by my / our* inappropriate conduct and /or behaviour where that conduct and /or behaviour causes damage or harm. (*Cross out that which is not applicable)

Name(s) in Full (Names of all persons included in the membership to be included)

.....
.....

Residential Address

.....
.....

Post Code.....

Postal Address (if different from Residential Address)

.....
.....

Post Code.....

Telephone Number

Fax.....

Email

Signature (all persons that form part of the Membership Application must sign)

.....

Date signed/...../.....

Note:

A SIGNED "CODE OF CONDUCT DOCUMENT" MUST BE RETURNED TO THE SECRETARY TOGETHER WITH THE SIGNED MEMBERSHIP APPLICATION FORM

Membership Renewals are due yearly 31st December and must be paid by the 31st January each year.

Junior \$5.00 - Single \$20.00 - Double \$30.00

Membership Application fee \$5.00 (payable only once to cover administration costs)

Please forward your payment & this signed page of the Code of Conduct to:
The Secretary, LRCQ Inc., 196 Mona Drive Jimboomba, QLD 4280

CCC(Q) MEMBER

The LRCQ Inc is Specialty Breed Club fully affiliated with the CCC(Q) and we encourage all members to join that organisation. Under our Constitution you may not be an office bearer of the LRCQ Inc unless you are also a financial member of the CCC(Q). All exhibitions, shows and trials are conducted under the Constitution and Rules of the CCC(Q) and added protection of members emanates from membership of the CCC(Q).

Are you a member of the CCC(Q) ? [yes / no]

If you are a financial member of the CCC(Q) please indicate:

CCC(Q) Membership Number.....Expiry Date/...../.....