



Code Of Conduct
ENSIAS BRIDGE
Club.ensiasbridge@gmail.com

Code Of Conduct

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1 Code of Conduct

The essence of good ethical conduct and practice is summarised below.
All members must:

1.1 Code of Conduct for Club Leaders

- Develop an appropriate working relationship with members, based on mutual trust and respect.
- Make sure all activities guarantee the dignity, well being ability and experience of those taking part.
- Display consistently high standards of behaviour and appearance.
- Follow all guidelines laid down by the ENSIAS's and the club's rules of procedure.
- Attendance is obligatory, for every unjustified absenteeism the member gets a strike. After three strikes exclusion is at stake.
- Encourage members to value their performances and not just results.
- Never actively promote anti-social behaviour, lude acts or excessive drinking, aggressivity or force any ENSIAS BRIDGE member into taking part in such activities.
- Shall not do anything which is likely to intimidate, offend, insult, humiliate or discriminate against any other person on the ground of gender, race, disability, age, religious or political belief, sexual orientation, social background, ethnic origin, language, marital or civil partnership status or pregnancy.
- Must ensure that activities are held and conducted in accordance with disciplined behaviour.
- Information shared during private meetings or conversations including but not limited to contacts, ideas and plans shall remain private.
- Shall not use foul language or abusive language or gestures towards team mates.
- Shall accept and observe the authority and decisions made succeeding general assemblies.
- punctuality in assemblies and meetings is a must.
- Work for fun and enjoyment.
- Be reasonable in your demands on members time, energy and enthusiasm
- The successful leader invests in the well-being and interests of their members, not only their accomplishments.
- Teach your team that honest effort is more important than accomplishments so that all results are accepted without undue disappointment.
- Never ridicule or shout at a member for making a mistake

1.2 Code of Conduct for Members

- Develop an appropriate working relationship with participants, based on mutual trust and respect.
- Tasks assigned to members are to be taken seriously and completed within the deadlines.
- Follow all guidelines laid down by the ENSIAS's rules of procedure and the Club.
- Display consistently high standards of behaviour and appearance.
- Attendance is obligatory, for every unjustified absenteeism the member gets a strike. After three strikes exclusion is at stake.
- Co-operate with cell leader and team-mates.
- Never ridicule or scold a member for making a mistake.
- Follow all guidelines laid down by the ENSIAS's and the club's rules of procedure.
- Display consistently high standards of behaviour and appearance.
- Work for fun and enjoyment.
- Respect the president's and leader's decisions. Remember they are only human with the same feelings as you and, like you, sometimes makes an honest error.
- Punctuality in assemblies and meetings is a must.
- Shall not do anything which is likely to intimidate, offend, insult, humiliate or discriminate against any other person on the ground of gender, race, disability, age, religious or political belief, sexual orientation, social background, ethnic origin, language, marital or civil partnership status or pregnancy.
- Recognise and appreciate the efforts made by cell Leaders.
- Shall accept and observe the authority and decisions made succeeding general assemblies.
- Shall not use foul language or abusive language or gestures towards team mates and cell leaders.
- Information shared during private meetings or conversations including but not limited to contacts, ideas and plans shall remain private.

1.3 Code of Conduct for Club Management

- There is 7 positions to apply for: Chair, Vice-Chair, Treasurer, General secretary, Communication's cell leader , Event's cell leader, Media's cell leader, Technic's cell leader.
- There are 4 cells : Communication, Event, Media, Technic.
- Each cell should not contain more than 10 persons.
- The Treasurer is by default the Event's cell leader.
- The Vice-Chair is by default the Communication's cell leader.
- To Exclude a Club leader from the club a general assembly is needed where all Club leaders should be present to vote, as well as the Ex-chair, each person's vote counts for one except the chair who's vote count for two.
- In case the Club leaders decided to exclude the chair from his position, a general assembly is needed where all club leaders should be present to vote, as well as the Ex-chair.
- The excluded person should necessarily hand everything concerning the club or that belongs to the club (tangible things, phone numbers, emails, names...)
- Each new membre shall pass through the recrutement phase.
- The club's leadership handover is done from 15 june to 01 septembre of each year.
- The club handover is done by vote of the club leaders.
- The old committe can change the current committe in an interval of 3 months after handover.
- The code of conduct should not be modified more than once a year from august to the end of decembre.
- All leaders and members should accept the code of conduct and act on it's instructions.

Signature: