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**Intentions**

At the Green Bay Chapter of Trout Unlimited (GBTU), we are committed to maintaining a volunteer environment that respects individual differences. Members are expected to uphold the highest moral and ethical behavior at all times by treating one another with respect, fairness, and dignity.

This Code of Conduct (COC) establishes a set of standard expectations for all participants at every one of our activities.

This COC is in deference to, and compliments, the bylaws of GBTU and Trout Unlimited (TU) as well as any other applicable legal requirements of the local, state, and federal governments.

**Approval and Issuance**

The GBTU Board of Directors (BOD) are responsible for changing, approving, and issuing the COC by a 2/3 BOD vote and the effective date is noted by the v (version) in the footer. The COC will become an adjunct to the Policies and Procedures of the Chapter.

**Expectations**

All Chapter Members shall:

1. Abide by GBTU and TU's Bylaws, this COC, GBTU Policies and Procedures as well as all applicable federal, state and local laws and regulations
2. Conduct themselves, and business affairs of GBTU, with respect, honesty, integrity, dignity, due diligence, and reasonable competence regardless of their roles or personal differences
3. NOT share, copy, reproduce, transmit, divulge or otherwise disclose, by reason of the strict confidentiality of any Executive Session (assumed closed) meeting's information, unless requested or required by the BOD or law
4. Exercise sound judgment in their dealings with other BOD Members, Regular Members, suppliers, volunteers and the general public while also responding to the needs of the Chapter's Members in a responsible, respectful, and professional manner
5. NOT use any information provided by GBTU, or acquired as a consequence of their board service, in any manner other than in furtherance of their board duties. Furthermore, no BOD Member will misuse Chapter property or resources and will at all times keep the property secure avoiding use by any person not authorized by GBTU to have or use such property
6. Use their best efforts to perform assigned duties in a professional and timely manner pursuant to the direction and oversight of the President and BOD
7. Upon termination of service, promptly return to the Chapter all documents, files, reference materials, and other property entrusted to the Member for the purpose of fulfilling their responsibilities in the condition they were received
8. NOT interfere, persuade or manipulate any actual, or potential, relationships with the Chapter that would negatively affect any monetary and other in-kind benefits to the Chapter.
9. Act at all times in the best interests of GBTU and not for personal, third-party gain or financial enrichment. If such a personal conflict arises, BOD Members should proactively remove themselves from such discussions
10. NOT participate in any forms of harassment. Examples include, but are not limited to:
  - a. Sexual harassment
  - b. Offensive language or jokes
  - c. Racial, ethnic, gender or religious slurs
  - d. Intimidating or threatening behavior
  - e. Verbal or written assaults or degrading comments
  - f. Inappropriate physical contact
  - g. Showing hostility towards others because of individual characteristics
  - h. Bullying
11. Never threaten anyone, either physically or verbally, or display violent behavior
12. Provide the safest and fairest volunteer work environment possible
13. NOT consume alcoholic beverages to the point of violating laws, endangering themselves or others
14. Abide by, disseminate, comply, enforce and to conduct themselves in accordance with the Bylaws (National and GBTU), COC, and Policies and Procedures.

Current versions above noted documents via the Chapter website.

THIS COC WAS ADOPTED BY VOTE OF THE CHAPTER'S MEMBERSHIP ON **OCTOBER 6<sup>TH</sup>, 2016.**