

Committee, Delegate & Volunteer Code of Conduct

The Code of Conduct (“the Code”) can be described as a set of statements that set out what the Association of Motoring Clubs (“AOMC”) considers to be an acceptable standard of behaviour and conduct.

The Code explains how:

- The AOMC expects its Committee, Delegates & Volunteers, and their guests to behave. The Code provides a guide and basis of expectations while attending AOMC meetings and events.
- The Code encourages commitment to ethical and professional behaviour and outlines the principles and values on which the AOMC is based.
- The Code is an integral part of the AOMC. It sets a standard of behaviour that helps build the AOMC's culture and provides guidance when dealing with conduct and behavioural issues when they arise.
- This Code sets expectations for everyone involved.
- All Committee, Delegates & Volunteers of the AOMC shall be bound by the Code

The AOMC is a non-profit Association with the following objectives:

- To be a peak body representing Member clubs and the wider Victorian motoring community
- To conduct and promote motoring-oriented events for members and others who support the organisations objectives.
- To promote, and offer to the members, a wide range of events and activities such as, but not limited to, targeted Motoring Shows, Technical Information sessions and liaison with stakeholders.
- To promote the AOMC to the wider community as an inclusive Association for all those eligible for membership and encouraging them to join the AOMC.
- To provide a safe environment for the conduct of any activity.
- To be an inclusive a non-discriminatory organisation
- To raise, collect, hold, and expend monies for the furtherance of any of the AOMC's objectives.

As a Committee we want to model expected behaviour and to address any issues that breach the Code. What we say and do has an impact and we value feedback.

Committee, Delegates & Volunteers have a right to:

- Be treated fairly, equally and with respect by the AOMC, its Committee, other members, volunteers, and guests.
- Participate in an environment free from all forms of harassment, discrimination, bullying and intimidation.
- Privacy and confidentiality with regards to records, documentation and any other communication containing a Member's personal information, unless consent is otherwise provided.
- Be informed and actively involved in all AOMC events and offerings.
- Voice their opinions or concerns and suggestions to the Committee and these will be treated confidentially and investigated appropriately.

Committee, Delegates & Volunteers must:

- Treat other Committee members, Delegates, Volunteers and visitors fairly, equally, and with respect and courtesy.
- Behave responsibly and ensure they conduct themselves in a manner which will not injure the reputation of the AOMC, its events, organisers, participants or sponsors.
- Report any inappropriate behaviour of a member, volunteer, or guest to the Committee of the AOMC for action and follow up.
- Notify the Committee of any changes to their address or the details of their emergency contact, if provided.
- Pay any fees in relation to an event, or offering (e.g. tickets or memberships) which that Member has committed to, regardless of whether the Member attends the event or not.
- Abide by and uphold the Code.

Breaches of this Code of Conduct:

- Any Committee member, Delegate, Volunteer or guest not behaving in accordance with the terms of the Code at an event of the AOMC may be asked to leave an event, meeting or function and will not be entitled to a refund of any monies paid.
- The inappropriate behaviour will be investigated, discussed and an appropriate course of action will be taken by the Committee. This may include a reprimand, suspension or revocation of membership following the disciplinary processes defined in the Association Rules.