

## APPENDIX A: CODE OF CONDUCT

THIS “CODE OF CONDUCT” IS APPENDIX “A” TO, AND IN ALL WAYS PART OF, THE CONSTITUTION AND BYLAWS OF THE CONSERVATIVE PARTY OF BRITISH COLUMBIA.

CODE OF CONDUCT FOR DIRECTORS, OFFICERS AND MEMBERS OF CONSERVATIVE PARTY OF BC:

### ARTICLE 1 - INTRODUCTION

- 1.01 This “Code of Conduct” (hereafter referred to as “the Code”) is “Appendix ‘A’” to the Constitution and Bylaws of the Conservative Party of British Columbia (hereinafter referred to as “The Party”) and shall, in all ways material, be deemed to be an integral part of the said Constitution and Bylaws.
- 1.02 Purpose and aims of the Code: The goals and aims of this Code are to promote unity in the Party by requiring respectful conduct and ethical principles when dealing with internal Party business and/or activities and in relationships with all citizens of British Columbia.
- 1.03 Application: This Code is intended to govern, where specified, not only the conduct of the Directors, Officers and Members of the Party but any employees, committee chairs or any other supporters who may be undertaking or assisting in the affairs of the Party.
- 1.04 Complement to Constitution and Bylaws: The provisions of this Code are intended to complement and enhance, in a consistent manner, the requirements that arise at law and in the Constitution and Bylaws of the Party.

### ARTICLE 2 - ETHICAL PRINCIPLES

- 2.01 The Party and its Members subscribe to the following general ethical principles and agree to abide by them in their individual and collective actions with one another and the citizens in general when acting on behalf of the Party or otherwise when acting in any manner associated with the Party, namely:
  - (a) act at all times honestly, in good faith and in a manner which will enhance the image of and be in the best interests of the Party. Further, while acknowledging that political actions require open and free speech and honest informed debate to achieve results, to:
    - i. always be truthful, treat others fairly and with respect, and accept that honesty is essential to the development and maintenance of the trust that is essential to both building and developing the Party and the Province;
    - ii. never knowingly misrepresent the stated purposes, principles, values or policies of the Party; and
    - iii. whenever necessary, recognize and respond to the authorized structures (including Boards, Committees and other Associated bodies) and operational procedures of the Party, including responding and communicating with the Party in a timely manner when appropriate or as directed.
  - (b) when in any way representing the Party, its Officers, Directors, Associated bodies or Members, work for the general benefit of the Party and not for personal gain or enhancement. Further, all members, employed staff, supporters or associates must:
    - i. adhere to the principles, policies and general agreements of the Party when representing the Party or working on behalf of the Party; and
    - ii. use the resources of the Party for the maximum benefit of the Party. This relates in particular to those in charge of allocating funds.
  - (c) all Members must avoid and declare conflicts of interest. Without limiting this requirement, it is understood that:
    - i. individuals working on behalf of the Party are in positions of trust and must not violate that trust by using the position for personal gain or enhancement;
    - ii. fair and responsible governance of the Party is jeopardized and put at risk in situations where a conflict of interest influences the making of decisions; and

- iii. if and when there is a direct, indirect or perceived conflict of interest, those concerned must avoid the position or the issue and fully declare possible involvement and thereafter resign, recluse, or in all ways otherwise remove the potential for possible conflict of interest.
- (d) all Members must work toward mutually beneficial partnerships and work collaboratively with one another with the object of building the Party and providing effective governance to all the citizens of the Province. Further, it is understood that:
  - i. such partnerships, when properly structured, can lead to synergy in organization that makes for much more effective results than individuals working alone or in isolation; and
  - ii. some Members may be unaware of the benefits of working together toward a mutual goal and that this may require commitments on the part of all Members to undertake personal development and patience, and where appropriate to provide instruction and encouragement to:
    - A. resist using majority votes to overpower opposing ideas and the views of dissenting members;
    - B. achieve full, open and accurate disclosure of relevant information, including being transparent and fiscally responsible to the Party's interests and its donors;
    - C. be collegial, forward looking and adopt problem-solving attitudes, including past real or perceived injustices, and treat all with mutual respect, displaying courteous behaviour and at all times properly consider and evaluate the views of others so that balanced and correct decisions might be achieved.
- (e) all Members must honour their commitments to the Party and to other Members, and refrain from making promises or creating expectations that are unlikely to be fulfilled. Unrealistic expectations should be clarified and discarded at the beginning of a project or action and, if honouring a commitment should become impossible, those concerned must notify the appropriate authority without delay.
- (f) all Members involved in decisions materially affecting the operations of the Party, undertake:
  - i. in all ways reasonable, to make such decisions only when all interested parties are present or have received adequate information and notice to be present;
  - ii. to avoid making assumptions without properly assessing the views of the other interested parties; and
  - iii. when a properly constituted meeting has been declared to be confidential and "in camera", in all ways to keep specified confidential information that has been declared and agreed confidential in advance of decisions, confidential.
- (g) all Members holding office and/or responsibilities in the Party, including its Boards, Committees, Associated or supporting organizations or other entities, must undertake to communicate responsibly, collaboratively, openly and without delay. Further all members must take all reasonable steps to ensure that groups and individuals in the Party communicate openly and fairly and that information such as policies, guidelines, responsibilities, and opportunities for involvement are fully publicized. In furtherance of the foregoing:
  - i. decisions made that may affect or influence a Member, committee, or part of the organization in a significant way, must be communicated without delay to that Member, committee or part of the organization, whether it be for endorsement or the purpose of notice;
  - ii. in the instance of a decision or endorsement needed in a very timely way and requiring action or input, all Members must do their best to communicate with as many people involved as possible in order to come to a fair, reasonable and correct conclusion having regard to the circumstance; and
  - iii. provided further, however, in circumstances where information is considered, for whatever reason, to be very sensitive or confidential, such information should not be distributed or communicated without clear approval from the parties, committees or other entities involved.

### ARTICLE 3 - OVERALL BEHAVIOUR, GOOD CONDUCT AND RESPONSIBILITIES OF MEMBERS

- 3.01 It is acknowledged that the Party is a “political” entity involved in the legal and democratic process of seeking to serve the people of British Columbia in the fields of public government and administration. Also, it is recognized that such a democratic process often involves intense competition between individuals, concepts, beliefs, ideals, principles and many other issues. Therefore, it is understood and accepted by the Conservative Party of BC Member that every Member should do all possible to protect and enhance the reputation of the Party in the public domain and to build unity in the Party. In furtherance thereof, every Member should:
- (a) refrain from making statements to public media entities (radio, television, newspapers and the like) that openly and publicly criticize, denigrate and/or demean the Party, the Party leadership, individual Party Members, the Party principles, policies, decisions, entities, structures and/or associated bodies of the Party or discuss in a public, personal, vindictive and/ or derogatory manner the merits and/or demerits of decisions relating to internal Party business and Administration;
  - (b) refrain from making or posting any statements on “public domain” entities (such as Facebook, Twitter, or other internet sites) that openly and publicly criticize or denigrate and/or demean the Party, the Party leadership, individual Party Members, the Party principles, policies, entities, structures and/or associated bodies of the Party or discuss in a public, personal, vindictive and/or derogatory manner the merits and/or demerits of decisions relating to internal Party business and administration; and
  - (c) in communicating by e-mail, refrain from making statements that harshly criticize or denigrate and/or demean the Party, the Party leadership, individual Party Members, the Party principles, policies, entities, structures and/or associated bodies of the Party or contain personal attacks, vindictive and/or derogatory statements on the merits and/or demerits of decisions relating to internal Party business and administration and those involved therein. Further, in sending e-mail communications:
    - (i) be as clear and concise as possible;
    - (ii) ensure that the sender’s name and e-mail address and the names and e-mail addresses of all others to whom the message is sent are clearly visible to the those concerned;
    - (iii) send the message to only the appropriate receiver;
    - (iv) send no superfluous or ill-considered material or irrelevant information, and no messages that are harmful, dishonest or use language that denigrates or demeans others; and
    - (v) completely refrain from spreading rumour, gossip, hearsay, fomenting speculation, scandal, or implied allegations concerning the business and administration of the Party, its associated entities and/or its members.

### ARTICLE 4 - SUMMARY AND INTENT

- 4.01 The foregoing Articles of this Code of Conduct should, in all ways, be understood and interpreted as intending to advance the unity, good governance and effective administration of the Party.