



SMC CODE OF CONDUCT

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PURPOSE

To document the obligations and conduct of members of the Victorian Endurance Riders Association (VERA) State Management Committee (SMC) and any other sub-committees established by VERA.

Members of VERA committees may be elected, appointed or co-opted. Whatever the basis for their position, they would be bound by the same obligations and standards of conduct.

This policy embodies a code of conduct to which all committee members are required to commit to upon election/appointment. This policy would refer to putting the organisation above personal interests. The policy would, in addition to the standards of conduct, provide for the warning and dismissal of any committee member/s whom the majority of other committee members agree, has persistently and wilfully obstructed the committee workings.

POLICY

If the SMC considers that a specific policy should be made, the VERA constitution provides the power, under sec. 6(1)(a). Subject to the ASSOCIATIONS INCORPORATION REFORM ACT 2012, the Association has power to do all things incidental or conducive to achieve its purposes. However, in the interest of openness and transparency, any policy, or determination of the committee should always be available to any member upon reasonable request.

Individuals elected or appointed to the VERA SMC or any VERA sub-committee acknowledge that their primary role is to assist in the management of endurance riding in Victoria.

Committee members –

1. Acknowledge the particular importance of their providing leadership to the membership through upholding and complying with the rules, policies and by-laws of both VERA and the Australian Endurance Riders Association (AERA).
2. Acknowledge their responsibility to maintain the highest standards with regard to personal conduct, horse welfare and respect of fellow VERA and AERA members and volunteers.
3. Accept that in carrying out their committee responsibilities the interest of the association and the membership as a whole prevail over any personal interests of an individual committee member.



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4. Accept that they may have access to or be required to handle information or data which may be sensitive and personal and which must be kept confidential with the committee and only used for the purpose it was provided or gathered.
5. Will avoid any conflict of interest and where any such potential may appear inevitable, will declare this to the committee for a collective decision on appropriate action.
6. Act in every way conducive to the efficient, professional and harmonious conduct of the business of the committee and of VERA.
7. Will participate fully, to the best of their ability, including regular and punctual attendance at meetings and the timely and proper carrying out of any agreed duties or responsibilities.
8. Acknowledge the importance of abiding by democratic processes, of respecting individual differences among fellow members and accepting and supporting committee decisions.
9. Above all, act with goodwill, mutual courtesy, and commitment.
10. Agree to sign VERA's Confidentiality Agreement prior to commencing duties on the SMC and to adhere to the requirements contained within the Agreement.

DISCIPLINARY PROVISIONS

11. Committee members accept that any persistent, wilful, or serious breach of these standards of conduct may result in disciplinary action by the decision of the majority of other committee members.
12. In the interest of the association as a whole, it is important that any disciplinary action be kept in perspective and that the ongoing work of the committee is not unduly interrupted by either breaches of conduct or ensuing disciplinary action.
13. If the VERA management Committee determines that a Committee member has failed to meet their portfolio responsibilities these may be passed onto another Committee member to ensure that service to the membership is maintained at the appropriate level.