



BOARD POLICIES

BOARD GOVERNANCE SECTION

SUBJECT: Code of Professional Conduct	DOCUMENT NO: CIMARE-D-02
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POLICY STATEMENT: The Canadian Institute of Marine Engineering is committed to an environment of dealing fairly and with integrity in all aspects of our business. We believe that good ethics fosters good business, and that business should be conducted honestly, fairly and legally. This Code of Corporate Ethics and Business Conduct (the “Code”) establishes a foundation of ethical behaviour and the standards by which good ethics and good business conduct are achieved. The Canadian Institute of Marine Engineering expects all Directors contractors and volunteers to share in its commitment to high moral, ethical and legal standards.

APPLICATION OF POLICY:

Be Patient and Courteous

Be inclusive. We welcome and support people of all backgrounds and identities. This includes, but is not limited to, members of any sexual orientation, gender identity and expression, race, ethnicity, culture, national origin, social and economic class, educational level, colour, immigration status, sex, age, size, family status, political belief, religion, and mental and physical ability.

Be considerate. We all depend on each other to make CIMarE relevant to our industry and to us. Your decisions will affect colleagues and you should take those consequences into account when making decisions.

Be respectful. We won’t all agree all the time, but disagreement is no excuse for disrespectful behaviour. We will all experience frustration from time to time, but we cannot allow that frustration to become personal attacks. An environment where people feel uncomfortable or threatened is not a productive or creative one.

Choose your words carefully. Always conduct yourself professionally. Be kind to others. Do not insult or put down others. Harassment and exclusionary behaviour is not acceptable. This includes but is not limited to: - Threats of violence – Discriminatory jokes and language – Sharing sexually explicit or violent material via electronic devices or other means – Personal insults, especially those using racist or sexual terms – Unwelcome sexual attention – Advocating for, or encouraging, any of the above behaviour.

Repeated harassment of others. In general, if someone asks you to stop something, then stop. When we disagree, try to understand why. Differences of opinion and disagreements are generally unavoidable. What is important is that we resolve disagreements and differing views constructively for the benefit of members and CIMarE.

Our differences can be our strengths. We can find strength in diversity. Different people have different perspectives on issues, and that can be valuable for solving problems or generating new ideas. Being able to understand why someone holds a viewpoint doesn't mean they are wrong. Don't forget that we all make mistakes and blaming each other doesn't get us anywhere. Instead, let's focus on resolving issues and learning from mistakes.

Procedures for Reporting

- As per the ethical code for NFPs.

REPORTING REQUIREMENTS: None

CROSS REFERENCES: CIMARE-G-02-Anti harassment Policy