



## Hobsons Bay Yacht Club Code of Conduct

A person accepts responsibility by becoming a member of Hobsons Bay Yacht Club (HBYC). Membership should be seen as a privilege and all members have the responsibility of ensuring that our club keeps its reputation of being a welcoming and friendly yacht club.

The goal of the HBYC Code of Conduct is to provide a standard code of behaviour for its members and to:

- Help club members to understand the standards of conduct that are expected of them.
- Promote consistently high standards of behaviour across all activities within our club.
- Ensure the club fulfils its statutory duty to be ethical, fair, and honest to its members and to fulfill its obligations to its employees.
- Build community trust and enhance public opinion of the club and the sport of sailing.
- Ensure that HBYC is enjoyed by all members, guests, and patrons as well as the community in which it exists.

This code is to be read in conjunction with the HBYC Constitution and Bylaws of the club together with all HBYC policies related to Privacy, Communications, Occupational Health, Safety and Environmental Protection Policy, Diversity and Inclusion, and Child-Safety.

### Personal Conduct

HBYC strives to operate in an open and inclusive environment, where people show respect for each other and the club. Members shall:

- Show respect and courtesy to all club officials, members and patrons. They shall not tarnish the reputation of the club, flag officers, officers, committees, employees or management, nor bring the club into disrepute.
- Operate in non-discriminatory manner and ensure each person has an equal opportunity to enjoy the club facilities.
- Be mindful of their actions in relation to individual safety and safety of others involved in the club.
- Comply with the HBYC Constitution, Bylaws, and policies.
- Comply with and adhere to reasonable directives and requests made by club staff and/or officers of the club.
- Not expect preferential treatment, nor seek favours from the club's management or its employees. They shall always act responsibly and accept responsibility for their actions.

### Behaviour

All members are expected to show high levels of integrity and behaviour. Members must ensure that they:

- Treat all persons with respect and courtesy and have proper regard for the dignity, rights and self-worth of others.
- Always respect the privacy of others. Be ethical, fair and honest when dealing with others and representing the club.
- Comply with all applicable laws including liquor laws and responsible service of alcohol standards. Act in a respectful manner and operate within the rules and spirit of the sport when representing the club both on and off the water.



HBYC will not tolerate:

- Offensive language or rudeness.
- Excessive consumption of alcohol.
- Any inappropriate display of temper or any form of abuse, harassment, ridicule or threatening behaviour, whether physical, verbal or by electronic means to staff, members or guests.
- Physical violence (e.g. touching, pushing, fighting or behaviour involving a threat or use of a weapon).
- The use or encouragement of the use of illegal drugs within the premises.
- Wilful destruction of any property; and
- Any form of discrimination.

## Dress Regulations

All members and guests are expected to dress appropriately in keeping with the standards and traditions of the club. Minimum dress requirements are:

- Club house - shirt, shorts and footwear (no bare feet).
- Wet sailing gear is not to be worn in the upper-level bar or main hall.
- Yard - attire appropriate to the activities being undertaken (footwear is required to be always worn).

## Guests

A member will always take responsibility for their guests.

- Guests are to be signed in by the Member in the Visitor's Register, as required by Law.
- Guests must always remain in the company of the Member whilst on HBYC's premises.
- Members must ensure that their guests adhere to this Code of Conduct.

## Compliance

Any Breaches of this Code of Conduct will not be tolerated at HBYC. Any member, guest or patron who breaches this code may be asked to leave or maybe removed from the club premises and further action may be taken by the General Committee.

Any complaints with respect to inappropriate behaviour shall be directed to any Flag Officer, General Committee member present or the most senior staff member on duty at the time. If, after investigation by the General Committee, a member is found to have breached the HBYC Constitution, Bylaws or this Code of Conduct, disciplinary action may be taken under Division 2, Clause 3.15 of the HBYC Constitution.

## Conclusion

Members are reminded that the purpose of this code is to help in providing members and their guests with an inclusive and safe environment, where all can enjoy the benefits of membership of HBYC. We trust that all members will read this carefully and help to ensure that our club retains its reputation for being one of the most welcoming and friendliest in Port Phillip.

This policy will be reviewed by the HBYC General Committee on an annual basis.

This reviewed version was approved by The HBYC General Committee on 21<sup>st</sup> October 2024.