

Gwinnett County Young Democrats Executive Officer Code of Conduct and Discipline Policy

At Gwinnett County Young Democrats, we hold our executive officers to the highest standards of professionalism, ethical behavior, and integrity. Violations of organizational policies, including but not limited to harassment and intimidation, insubordination, fraud, unlawful sharing of private data and security, and poor performance, will not be tolerated.

All executive officers are expected to adhere to this code of conduct and disciplinary policy to maintain a safe and respectful work environment.

Violation Categories:

1. Harassment and Intimidation: Any form of harassment or intimidation, including but not limited to discrimination, bullying, or retaliation against executive officers or members will result in immediate disciplinary action.
2. Insubordination: Failure to comply with directives, refusal to follow organizational policies and requests, or blatant disrespect towards fellow executive officers will be addressed swiftly and may result in immediate disciplinary action.
3. Fraud: Any dishonest or fraudulent behavior, including misrepresentation, theft, embezzlement, or falsification of records, will lead to severe consequences, including termination and legal action if necessary.
4. Unlawful Sharing of Private Data and Security: Breaches of privacy, unauthorized disclosure of sensitive information not for public dissemination, or compromising security measures will result in immediate termination and legal action if necessary.
5. Incompetence: Executive officers who demonstrate consistent poor performance that negatively impacts the organization's goals and objectives will be subject to performance improvement plans, reassignment, or termination as necessary.

Disciplinary Measures:

1. Investigation: All reported violations of this policy will be thoroughly investigated by the Policy and Compliance Advisory Board.
2. Disciplinary Action: Depending on the severity of the offense, disciplinary action may range from verbal or written warnings, suspension, demotion, to termination.
3. Appeals Process: Executive officers have the right to appeal disciplinary decisions through a formal process to ensure fairness and transparency.

Compliance and Reporting:

All executive officers are expected to comply with this code of conduct and disciplinary policy. It is the responsibility of all executive officers to report any violations or concerns to Policy and Compliance.

Conclusion:

This Executive Officer Code of Conduct and Discipline Policy is designed to uphold the highest standards of integrity, professionalism, and respect within our organization.

By adhering to these guidelines, we aim to create a safe and inclusive work environment for all executive officers.