

VTAG Code of Conduct

Victoria Tenant Action Group's Code of Conduct is a shared agreement that all volunteers and members are required to familiarize themselves with and uphold to the best of their ability while working with the organization. Its intention is to provide positive expectations for member behaviour and to outline the responsibilities necessary to the successful operation of VTAG. It is a "living document" that will continue to take shape with contributions from members and will be revisited as VTAG grows and changes over time. The Code applies to all members of VTAG (including volunteers, organizers, the board of directors, and VTAG-affiliated tenant local union members) at all times during their involvement with VTAG (although any confidentiality restrictions continue to apply even after the conclusion of a member's time with VTAG unless a particular item has become public or if members have otherwise been released from compliance with confidentiality on a particular matter). This is not intended to be a corporate-style expectation that members be "always on the clock" in all aspects of their lives. Rather, it is intended to convey that we are part of a community, that we are responsible to that community, and that how we treat other people in that community impacts how effective and appropriate we are as members of VTAG.



Code of Conduct

All members of VTAG have:

- A responsibility to VTAG, and as such, are expected to act honestly, in good faith, with due care and diligence and in the best interests of the organization as a whole
- A duty to make full and timely disclosure of any real or potential conflicts of interest that might arise between their responsibility as VTAG members and their personal or private interests
- A duty to avoid using their positions as VTAG members, or using confidential information obtained in those roles, to advance or benefit their personal or private interests. To do work that overlaps with or draws from a role in VTAG is appropriate, but actions such as misusing contact information on member rolls to contact people for personal or non-VTAG purposes would be a breach of trust.
- A duty to reflexively assess their own capacity in an ongoing way, and to communicate any developments (including those that occur outside the organization) that might compromise their ability to carry out their roles and responsibilities

- A responsibility to take care of themselves by doing what is best for their physical and emotional well being;
- A duty to ask for help or clarification when necessary, and to raise concerns or issues as they arise
- A duty to respect confidential information that is disclosed to them in their capacity as VTAG members
- A duty to attend required meetings of bodies to which they are elected or appointed; to prepare to the best of their abilities for those meetings by reading agenda and other material in advance; and, when possible, to give advance notice and explanation in cases where they are unable to attend
- A duty to treat other VTAG members with respect and to engage in anti-oppressive practice, when acting in their roles as VTAG members, both in VTAG meetings and outside meetings.