

# CODE OF CONDUCT

## 1. INTERPRETATION:

In this Code, unless inconsistent with the context:

- 1.1 **"Board"** means the President, Administration Manager, Finance Manager and Regatta Manager of the TRC.
- 1.2 **"Club"** means any Rowing Club affiliated with the TRC.
- 1.3 **"B.O.A.T."** means Boat Race Officials Association of Tasmania, otherwise known as the Rowing Umpires Association of Tasmania.
- 1.4 **"CODE"** means the Tasmanian Rowing Council Code of Conduct.
- 1.5 **"COMPETITOR"** means any rower, sculler or coxswain taking part in an event at a Regatta conducted under the auspices of the TRC.
- 1.6 **"Jury"** means the members of the B.O.A.T. actually present and conducting a regatta to which this Code applies.
- 1.7 **"Officers"** includes, but is not restricted to:
  - 1.7.1 An elected or appointed member of the TRC Council;
  - 1.7.2 Any appointed officer of the TRC;
  - 1.7.3 A person who is an employee of the TRC;
  - 1.7.4 Members of the B.O.A.T.;
  - 1.7.5 A person who accepts the appointment to a voluntary position with the TRC.
- 1.8 **"Person"** includes, but is not restricted to:
  - 1.8.1 An elected or appointed member of the TRC Council;
  - 1.8.2 Any appointed officer of the TRC;
  - 1.8.3 A person who is an employee of the TRC;
  - 1.8.4 A registered member of the TRC;
  - 1.8.5 Members of the B.O.A.T.
  - 1.8.6 Any competitor who competes in any event at a Regatta conducted under the auspices of the TRC;
  - 1.8.7 A person who accepts the appointment to a voluntary position with the TRC.
- 1.9 **"RA"** means Rowing Australia Inc., the national coordinating body of rowing in Australia.

1.10 "SCHOOL" means any school affiliated with the Tasmanian Rowing Council.

1.11 "TRC" means Tasmanian Rowing Council Inc.

1.12 Words referring to the male gender include the female gender.

## 2. AIM:

2.1 The Code governs the conduct of all persons under the auspices of the TRC as defined in Rule 1.7.

2.2 The Code emphasises the importance of self-regulation and positive role modelling. The onus is on the individual to be alert to their duties and responsibilities and to act decisively when problems occur.

2.3 The failure of a person to observe the terms of this Code can be deemed to be misconduct either by act or deed and may give rise to disciplinary action including suspension, removal from a Team, relocation from a team, reprimand, fine, removal from employment or appointment or other disciplinary measure of the TRC Rules and By-Laws.

## 3. PURPOSE

3.1 The purpose of this Code is to:

3.1.1 Inform all persons of the general standard of conduct expected of them;

3.1.2 Ensure that no-one is embarrassed because of the lack of knowledge or understanding of the Code; and

3.1.3 Provide assurances to rowers and coxswains, especially Juniors, as to the appropriate and required behaviour of their peers.

3.2 It is not intended to subject persons to unnecessary restriction on their private activities where such activities do not involve a conflict of interest or adversely affect their judgement or work performance.

3.3 In respect of officers, it is expected that persons will properly perform all their official and related duties and so arrange their private affairs in such a manner that other persons and members of the general public have confidence and trust in the TRC and all its committees, officers and members.

## 4. APPROPRIATE BEHAVIOUR:

4.1 The following is a list of conduct considered basic and necessary behaviour:

4.1.1 Respect for the law and customs of the times, and in all places, and in particular to the rules, policies, programs and codes of the TRC;

4.1.2 At all times all persons shall be treated with respect, dignity and proper regard for their rights and obligations;

4.1.3 All duties and responsibilities will be performed in a mature, fair and professional way;

- 4.1.4 The maintenance of credibility, integrity and honesty;
  - 4.1.5 A commitment to Team goals and to the aims of any development programs established by the TRC;
  - 4.1.6 The non-disclosure to unauthorised persons or organisations of information of a confidential or privileged nature;
  - 4.1.7 Where persons are members of professions, strict adherence to the code of ethics and conduct relevant to those professions;
  - 4.1.8 The disclosure or otherwise avoidance of real, apparent or arising conflicts of interest;
  - 4.1.9 Adherence to the doping policy of the TRC;
  - 4.1.10 Properly and responsibly use the funds and property of the TRC;
  - 4.1.11 Adherence to any Rules relating to personal conduct imposed on persons while within the precincts of the Lake Barrington International Rowing Course Venue;
  - 4.1.12 Not to use information obtained in the course of employment or appointment or otherwise on official duties in a nominated role to gain directly or indirectly a financial advantage for themselves or any other persons.
  - 4.1.13 Not to promote, exchange or publish information which is offensive, scandalous, unsubstantiated or derisive; and
  - 4.1.14 Not to defame or injure any person.
- 4.2 The absence of a specific provision in the Code dealing with and act or deed which, on a prima facie basis, appears to be inconsistent, in conflict or in contradiction with this Code does not mean that such act is outside the ambit of this Code, and will be deemed to be encompassed by it.

## 5. **APPLICATION:**

It shall be the responsibility of any person as defined in **Rule 1.8** to read and fully understand the terms of this Code. The defence of ignorance is not available under this Code.

## 6. **COACHES:**

- 6.1 **Rule 6** applies to all coaches who coach rowers and coxswains, and who are registered as members of the TRC, and to all coaches who are appointed to coach in any rowing team endorsed by the TRC.
- 6.2 Coaches shall, at all times, promote and take positive steps to advance the welfare and interests of all rowers and coxswains being coached by them.
- 6.3 Coaches are to be aware of the role of the coach as an educator. As well as imparting knowledge and skills, the Coach should promote among other persons desirable and social behaviour.

- 6.4 Excessively familiar personal relationships and sexual relationships as between a coach and a junior rower or coxswain, irrespective of the wishes or desires of the athlete, are strictly prohibited under this Code.
- 6.5 Relationships of a personal type leading to a partnering of a Coach with an adult rower or coxswain is discouraged. Where a relationship of this type exists or develops, the coach has an onus to, and must promptly disclose the relationship to the appointed Team Manager or the President of the TRC.
- 6.6 Whilst mature and positive interaction between coaches and rowers or coxswains is encouraged, including in social settings, the purchase or supply of alcohol to **adult** athletes in excessive amounts is strictly prohibited.
- 6.7 The supply by coaches to Junior rowers and coxswains of alcohol is strictly prohibited.**
- 6.8 The supply by coaches to rowers and coxswains of tobacco or illegal drugs is strictly prohibited.
- 6.9 Coaches have a duty when in the company of rowers and coxswains to ensure that no other person is permitted to cause rowers and coxswains to consume alcohol to excess and not at all to consume or use illegal drugs.
- 6.10 When coaches find rowers and coxswains who appear to have consumed alcohol to excess, or have consumed or used illegal drugs, they have a duty to take prompt steps to care for the welfare and interests of the rower and coxswain concerned.
- 6.11 At all material times, coaches have a duty to ensure that rowers and coxswains have proper regard for the property, in any form, of others.
- 6.12 In a situation where a Tasmanian Rowing Team is on tour, a coach has a duty to ensure that the directions given by the Team Manager, or any person duly authorised by the Team Manager, are properly obeyed.
- 6.13 Whilst on tour, or in any camp situation, coaches have a duty to be supportive of other coaches and the goals of all members of the team, and to otherwise deal with particular grievances and concerns in a discreet and professional way.
- 6.14 A coach has a duty to make prompt and full disclosure to the Team Manager of any injury or serious ailment (including personal distress or emotional problems) of any rower or coxswain under their control.
- 6.15 A coach shall not make comment upon, issue, authorise, offer or endorse any public criticism or statement having or designed to have or causing a prejudicial effect on any of the following:
- 6.15.1 The interests of a team on tour;
  - 6.15.2 The conduct of any competition attended by the Team;
  - 6.15.3 The team itself, or any member thereof;
  - 6.15.4 Any person described in **Rule 1.8**

7. **THE TEAM MANAGER:**

- 7.1 **Rule 7 applies** to any person PLACED IN OR APPOINTED TO A MANAGERIAL ROLE ("team Manager") to a Tasmanian Representative Rowing Team **at events, Selection Trials or tours**. The Code applies from the date of appointment until the appointee has been replaced or three months after the team tour as managed by the Team Manager has concluded, whichever is the earlier.
- 7.2 **Rules 6.2 to 6.11 and 6.13 to 6.15** inclusive apply equally to Team Managers.
- 7.3 Team Managers must be role models for the team in terms of behaviour, self-discipline, leadership, organisation, disposition and general demeanour.
- 7.4 The Team Manager has a duty to the TRC and teams to ensure compliance by coaches and any other team member with the relevant terms of the Code
- 7.5 It is the duty of the Team Manager to take prompt and effective action to prevent the commencement or continuation of misconduct or unacceptable conduct by any other team member.
- 7.6 Where the conduct of any team member is in conflict with or contradicts any provision of this Code, and is not trifling, the Team Manager must prepare an urgent report in writing and forward the same by facsimile **or email** to the President of the TRC within twelve hours after the occurrence of the event. This situation applies equally to all situations whether the Team Manager was present or absent. In the latter case the Team Manager has a duty to fully and properly investigate such conduct.
- 7.7 If the circumstances of the conduct are serious, the Team Manager may suspend or remove the team member from the team and order that the person(s) be relocated to another establishment, training venue, or to return to their place of residence. In the latter situation the President of the TRC must be consulted first.
- 7.8 The Team Manager is the principal media spokesperson for the team. However, coaches may speak to the media for positive promotional and constructive purposes.
- 7.9 In respect of team financial matters, the Team Manager must:
- 7.9.1 Act with honesty and due diligence;
  - 7.9.2 Not cause (by act or omission) the loss or misuse of team funds;
  - 7.9.3 Not spend team funds on unbudgeted items without the prior consent of the President of the TRC;
  - 7.9.4 Adhere to itemised and approved budgets;
  - 7.9.5 Verify or be able to verify all items of expenditure;
  - 7.9.6 Keep records of all items of income and expenditure;
  - 7.9.7 Not use credit cards issued under the authority of the TRC for personal expenditure;
  - 7.9.8 Liaise with the Financial Manager in respect of changes in budgeted income and expenditure; and

- 7.9.9 Assist the Financial Manager to complete team accounts and audit requirements.
- 7.10 The Team Manager shall ensure that team members, at every available opportunity, promote the TRC, the TIS, the TRC preferred airline and sponsors and suppliers.
- 7.11 Immediately prior to and during the conduct of a TRC approved rowing regatta or the National Championships or meeting or conference, all persons shall not consume alcohol in excessive amounts.