

Code of Conduct SIB-Utrecht

Goal

This code of conduct includes the drawn guidelines about the desired behavior within the Utrechtse Studentenvereniging voor Internationale Betrekkingen (hereafter: SIB-Utrecht or the association).

The code of conduct consists of three parts; a first part in which general behavior is described, a second part in which person-related guidelines are raised, and a third part in which acting on inappropriate behavior is set out.

Within SIB-Utrecht, the aim is that every member feels comfortable and that they can enjoy their time within the association, regardless of gender, cultural background, religion, sexuality, or other aspects of a person's identity. To ensure that everyone feels at home within this association, this code of conduct includes rules that we aim to comply with and convey.

The code of conduct can change over the course of time and be adjusted where deemed necessary, in which case it will be voted on during the General Members Assembly (GMA). Because this code of conduct is applicable to all members, all members take care for the compliance of these rules. This document is not meant only for members in general, but also for the board, committee members, and external attendees.

The code of conduct is in force at all activities in the name of SIB-Utrecht, hereby thinking of talks, committee- and society activities, and trips. Where the code of conduct does not reach, for instance in friend groups within the association, can be referred to the confidants and the accompanying protocol.

General behavior

1. We show respect for other members and anyone involved with the association in any way. All members respect each other regardless, gender, cultural background, religion, sexuality or any other distinctive characteristics;
2. We respect each other's boundaries. There is no pressure on someone to do things that they are not comfortable with;
3. Everyone is at all times responsible for their actions and the consequences which lead from them;
4. Everyone who is involved in the association, can be held accountable for their misconduct. When deemed necessary the board will impose sanctions, which the person in question needs to comply with;
5. We are all responsible for the accessibility of the association;
6. Sexual misconduct is not tolerated;
7. Verbal and physical violence is not tolerated;
8. Possession, use, or being under influence of drugs during activities connected to the association is not tolerated;
9. Illegal alcohol usage during activities connected to the association is not tolerated;
10. We show respect for each other's belongings. We do not steal or damage things and we ensure that belongings remain intact;

11. We respect the current rules in public spaces like they are enforced. We take others in this space into consideration and do not hold ourselves above the current rules;
12. We respect the house rules of external locations like they are enforced. We take others in this space into consideration and do not hold ourselves above the current rules;
13. Local legislation is to be followed at all times. The code of conduct serves as an addition to the legislation;
14. The board is at all times responsible for overseeing that these rules are adhered to and are the point of contact for taking actions when this is not the case.

Person-related guidelines

Of every group involved in the association and its activities, certain behavior is expected. To ensure this, a few points of interest per group are mentioned below.

Attendees

1. You handle alcohol responsibly. Irresponsible alcohol use is inappropriate and the misconduct stemming from that is not tolerated;
2. You show respect to the organizers of an activity, follow their instructions and act accordingly;
3. You are present at an activity out of your own motivation, you participate, and take care that you do not disrupt this activity.

Committees/organizers

1. You carry responsibility for the activity as organized by you;
2. You strive to make everyone feel welcome at your activity;
3. You carry responsibility that nobody feels forced to partake in things which they are not comfortable with;
4. You are aware that in the promotion of activities you represent the association. You carry responsibility that no improprieties are spread in the name of the association.

Board

1. Board tasks are at all times carried out in the best interest of SIB-Utrecht. You carry responsibility that the association is not placed in a bad light;
2. You carry the responsibility that there is always at least one board member approachable. Additionally is that person available to take care of the members;
3. You carry responsibility for the implementation of and the compliance with the code of conduct. You act with integrity in the consideration of sanctions;
4. You treat misconduct from a fellow board member with integrity.

Acting on inappropriate behavior and misconduct

When the code of conduct is violated, there are possibilities for the imposition of sanctions. Mentioned below are some guidelines in case the code of conduct is violated.

Removal from activities

1. Attendees can be removed from an event or activity when they do not comply with the code of conduct and actively contribute to the creation of an unsafe or unpleasant atmosphere;
2. When a member is removed from the activity, the board is informed and carries the final responsibility for this action.

Warnings

1. The board can address someones (inappropriate) behavior through an official warning, and can attend the person in question that sanctions may follow when this behavior is continued;
2. A warning is ratified in writing;
3. The board always offers the opportunity to enter into discussion about the warning;
4. An issued warning remains registered for 5 years in a way that only the board has access.

Sanctions

1. The board can apply the established sanctions to inappropriate behavior that exceeds the code of conduct. There is no need to issue a warning first;
2. The possibilities for sanctions are established in the Rules of Procedure and the Statutes;
3. The issued sanction shall be in proportion to the misconduct;
4. A sanction shall be made in writing;
5. The board always offers the opportunity to enter into discussion about the sanction;
6. An issues sanction remains registered for 5 years in a way that only the board has access;
7. The possibilities for sanctions include but are not limited to:
 - Removal from an activity
 - Exclusion from activities, for a determined or undetermined period of time
 - Suspension
 - Disbarment
 - Getting into contact with systems of justice

Implementation of sanctions

1. The sanctions are issued and implemented by the current board;
2. According to the Rules of Procedure and the Statutes, a suspension or disbarment is only implemented in accordance with the GMA.

Annex with definitions

- Verbal violence: form of psychological abuse, by using words that hurt another. Lack of words, also known as ignoring, also falls under verbal violence.
- Sexual misconduct: behavior or advances which are sexual in nature and exceed the victim's boundaries. This does not always have to be purely physical, sexual misconduct can also take place verbally.
- Illegal alcohol use: consuming or possessing alcohol when under the legal drinking age of 18 years. This also includes the controlling of a mode of transportation, like a car, with a blood alcohol level above the legal norm and public intoxication.
- Irresponsible alcohol use: the fast and long-term consumption of alcohol, getting drunk to a point that care from others is needed.
- Forced atmosphere: when something is forced against the will of a member. Performing/carrying out certain actions forcibly that exceed the personal boundaries of a member. An atmosphere where 'no' is not accepted.