

International Propeller Club of Norway

Code of Conduct

1. Purpose

The purpose of this Code of Conduct is to establish standards of integrity, ethical behavior, and accountability for all members of the International Propeller Club of Norway: Ports of Oslo (the “Club”), including but not limited to board members, committee members, honorary members and members. This Code aims to foster a culture of transparency, trust, and professionalism in all activities of the Club.

2. Scope

This Code applies to all members, including board members, officers, committee members, and others. It outlines the principles and expectations for conduct, including but not limited to integrity, conflict of interest, confidentiality, and accountability.

3. General Principles of Conduct

Members of the Club are expected to:

- **Act with Integrity:** Conduct themselves honestly and ethically in all dealings related to the Club.
- **Demonstrate Respect:** Treat all members, stakeholders, and external parties with respect, fairness, and courtesy.
- **Promote Inclusivity:** Support a culture of inclusivity and diversity, encouraging equal participation regardless of gender, race, religion, nationality, or background.
- **Be Transparent:** Ensure transparency in all decisions and actions, avoiding any appearance of impropriety.

4. Integrity and Ethical Standards

Members shall:

- **Adhere to Laws and Regulations:** Comply with all applicable laws, regulations, and policies of the Club.
- **Report Misconduct:** Report any unethical behavior, fraud, or violations of this Code to the appropriate authorities within the Club.

5. Conflict of Interest

Conflicts of interest occur when a member’s personal, professional, or financial interests may interfere with their duties to the Club. To manage conflicts of interest, members must:

- **Disclose Conflicts:** Promptly disclose any conflicts of interest to the board or relevant committee.
- **Recuse Themselves:** Abstain from participating in discussions or decisions where a conflict exists.

6. Confidentiality

Members are expected to:

- **Protect Confidential Information:** Maintain the confidentiality of sensitive information obtained through their association with the Club.
- **Avoid Unauthorized Disclosure:** Not share confidential information outside the Club unless legally required or expressly authorized.

7. Accountability and Responsibility

Members shall:

- **Fulfill Duties Diligently:** Carry out their responsibilities to the best of their ability, demonstrating commitment and accountability.
- **Maintain Professionalism:** Uphold the highest standards of professionalism and avoid conduct that could harm the reputation of the Club.
- **Seek Guidance:** If in doubt about the appropriate course of action, seek guidance from the board or relevant committee.

8. Compliance with Club Policies

Members must familiarize themselves with and comply with all policies and procedures of the Club, including this Code of Conduct.

9. Enforcement and Disciplinary Action

Failure to adhere to this Code of Conduct may result in disciplinary action determined by the board. This may include warnings, suspension, or termination of membership or board position, depending on the severity of the violation.

10. Review and Updates

This Code of Conduct will be reviewed annually by the board to ensure it remains current and effective. Members will be notified of any changes or updates.