

CMCA Members Code of Conduct Policy

Purpose

The purpose of the Members Code of Conduct is for all members within the Campervan and Motorhome Club of Australia Limited (CMCA Ltd) and is considered to be of the utmost importance.

Members must abide by the Clubs Constitution, Policies, Procedures, Rules and Conditions of Use and must not otherwise bring the Club into disrepute or act in a way which is contrary to the best interests of the Club.

This policy was developed using resources in line with Commonwealth Workplace Health and Safety – 2011 (NSW) Act and Regulations (amended 20 July 2017). They have been established to comply with the Commonwealth Acts, Regulation and Codes of Practices and all relevant State Acts and Regulations (if still applicable) to ensure that the behaviour of members is respectful and lawful and is safe and without risk to health or harm.

Scope

This policy is applicable to all members of the Campervan & Motorhome Club of Australia Limited.

Definitions

- CMCA Ltd is the Campervan & Motorhome Club of Australia Limited.
- CEO is the Chief Executive Officer of the Campervan & Motorhome Club of Australia Limited.
- WHS is Workplace Health & Safety
- Dog Policy refers to the CMCA Dog and Animal Policy
- Commonwealth Workplace Health & Safety Act – 2011 (NSW) – as amended 1 July 2018
- Commonwealth Workplace Health & Safety Regulations – 2011 (NSW) – as amended 20 September 2017
- Relevant State Acts, Regulations & Codes of Practices (if applicable)
- Disciplining Members – CMCA Constitution clause 17.
- Right of Appeal of Disciplined Member – CMCA Constitution clause 18.

Policy

Conduct of Members

Where a member, fails to comply with the conduct obligations referred to in the Code of Conduct below, the Member may be subject to the CMCA Complaints and Disciplinary procedure. This is clearly set out and communicated through all CMCA channels, and this could result in suspension or termination of the Member's membership.

This clause does not limit or affect any other consequences or protections provided for in the Clubs Constitution.

Members Code of Conduct

A Code of Conduct is important for the wellbeing of the Club, its members, and the public in general.

Whilst not limiting possibilities, the following conduct is required of all Members:

- a. Treat all others, members and non-members alike, with respect, dignity and courtesy wherever you are. Be careful with criticism and do not discriminate or harass.
 - Adhere to the Social Media Policy and applicable CMCA Connect Conditions of Use
- b. Dispose of your
 - Grey water (except where allowed to water the trees etc), in a sanitary manner into a designated facility or dump point.
 - Black water and/or toilet cassettes in a specifically approved designated facility “(dump point). Generally public toilets do not constitute an approved designated facility.
 - Rubbish into appropriate bins.
- c. Be a considerate and safe driver. Adhere to the National Road safety laws and rules – practise the rvSafe guidelines and support.
- d. Keep and leave your campsite clean and tidy.
- e. Park and operate your vehicle with safety in mind – think of injury, fire or flooding:
 - Normally that will mean backed in and more than 3m between hard surfaces of surrounding RVs – allowing for the vehicle to be driven straight out.
 - At our RV Parks, be guided by the Park custodians and please read and abide by the RV Park rules.
 - At CMCA National, State or other organised rallies, be guided by the siting team. Please read and abide by the Rally rules featured in the Rally programme or on communication boards (if applicable).
 - At Chapter / SIG events, please abide by the instructions given by members of the Chapter / SIG committee. For further reference please refer to the Chapter / SIG Manual of Operations.
- f. Always keep your Pets on a leash and under control unless there is a designated area where Pets may be off a leash. Always pick up and dispose your pet droppings. Please refer to CMCA Dog Policy.
- g. Ensure you operate any generator within the approved guideline – please refer to the CMCA Generator policy.
- h. Private information of members must be held confidentially and not distributed without the consent of the applicable Member/s
- i. Do not bring the Club into disrepute in any way including, but not limited to, making disparaging remarks about the Club, its members or the National Office and staff on any CMCA or public platform including forums, magazine, newspaper, website or on social media, or by your actions.
- j. Members must provide accurate and up to date information at all times.

Management Responsibility

Chief Executive Officer

The Chief Executive Officer is responsible and will be held accountable for taking all practical measures to ensure:

- that in the area of his/her control, the Members Code of Conduct is complied with, and the members advised (via all CMCA communication channels) to meet the requirements under this policy.

Developed Procedures

The Club has developed a Members Code of Conduct procedure to ensure that the relevant WH&S requirements are implemented and adhered to by members and employees.

AUTHORISED BY:



Chairman of Directors

AUTHORISED BY:



Chief Executive Officer

CREATION DATE	VERSION	PREPARED BY	APPROVED/RECINDED	DATE
13 FEBRUARY 2023	1	RICHARD BARWICK	CMCA BOARD OF DIRECTORS	13 APRIL 2023
