



CODE OF CONDUCT AND ETHICS

Definitions

1. The following terms have these meanings in this Code:

- a) “*Abuse*” – as defined in Equestrian Canada (EC)’s *Abuse Policy (Individuals)*.
- b) “*Discrimination*” – differential treatment of an individual based on one or more prohibited grounds, which include race, citizenship, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, or disability.
- c) “*Harassment*” – a course of vexatious comment or conduct against an Individual or group that is known or ought to reasonably be known to be unwelcome. Types of behaviour that constitute Harassment include, but are not limited to:
 - i. written or verbal abuse, threats, or outbursts;
 - ii. persistent unwelcome remarks, jokes, comments, innuendo, or taunts;
 - iii. racial harassment, which includes racial slurs, jokes, name calling, or insulting behaviour or terminology that reinforces stereotypes or discounts abilities because of racial or ethnic origin;
 - iv. leering or other suggestive or obscene gestures;
 - v. condescending or patronizing behaviour that is intended to undermine self-esteem, diminish performance or adversely affect working conditions;
 - vi. practical jokes that endanger a person’s safety or may negatively affect performance;
 - vii. hazing, which is any form of conduct that exhibits any potentially humiliating, degrading, abusive, or dangerous activity expected of a junior-ranking individual by a more senior individual that does not contribute to either individual’s positive development, but is required to be accepted as part of a team or group, regardless of the junior-ranking individual’s willingness to participate. This includes, but is not limited to, any activity, no matter how traditional or seemingly benign, that sets apart or alienates any teammate or group member based on class, number of years on the team or with the group, or ability;
 - viii. unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing;
 - ix. deliberately excluding or socially isolating a person from a group or team;
 - x. persistent sexual flirtations, advances, requests, or invitations;
 - xi. physical or sexual assault;
 - xii. behaviours such as those described above that are not directed towards a specific person or group, but have the same effect of creating a negative or hostile environment; and,
 - xiii. retaliation or threats of retaliation against a person who reports harassment to EC.
- d) “*Individuals*” – all categories of participants within EC who are in good standing, including organizations, as well as all persons and organizations engaged in activities with or employed by EC, including but not limited to: athletes, coaches, instructors, trainers,

officials, competition managers, parents/guardians of athletes, directors, officers, team managers, team members, medical and paramedical personnel, administrators, and employees (including contract personnel).

- e) “*Sexual Harassment*” – a course of vexatious comment or conduct against an Individual because of sex, sexual orientation, gender identity, or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome; or making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant, or deny a benefit or advance to the Individual, and the person knows or ought reasonably to know that the solicitation or advance is unwelcome. Types of behaviour that constitute Sexual Harassment include, but are not limited to:
- i. sexist jokes;
 - ii. threats, punishment, or denial of a benefit for refusing a sexual advance;
 - iii. offering a benefit in exchange for a sexual favour;
 - iv. demanding hugs;
 - v. bragging about sexual ability;
 - vi. leering (persistent sexual staring);
 - vii. sexual assault;
 - viii. display of sexually offensive material;
 - ix. distributing sexually explicit email messages or attachments such as pictures or video files;
 - x. sexually degrading words used to describe an Individual;
 - xi. unwelcome inquiries into or comments about an Individual’s gender identity or physical appearance;
 - xii. inquiries or comments about an Individual’s sex life;
 - xiii. persistent unwanted attention after a consensual relationship ends;
 - xiv. persistent unwelcome sexual flirtations, advances, or propositions; and,
 - xv. persistent unwanted contact.
- f) “*Workplace*” – any place where business or work-related activities are conducted. Workplaces include but are not limited to EC’s office, work-related social functions, work assignments outside EC’s offices, work-related travel, and work-related conferences or training sessions.
- g) “*Workplace Harassment*” – vexatious comment or conduct against a worker in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies such as placing someone on a performance improvement plan or imposing discipline for workplace infractions. Types of behaviour that constitute Workplace Harassment include, but are not limited to:
- i. bullying;
 - ii. workplace pranks, vandalism, bullying, or hazing;
 - iii. repeated offensive or intimidating phone calls or emails;
 - iv. inappropriate sexual touching, advances, suggestions, or requests;
 - v. displaying or circulating offensive pictures, photographs, or materials in printed or electronic form;
 - vi. psychological abuse;
 - vii. excluding or ignoring someone, including persistent exclusion of a particular person from work-related social gatherings;
 - viii. deliberately withholding information that would enable a person to do his or her job, perform, or train;



- ix. sabotaging someone else's work or performance;
 - x. gossiping or spreading malicious rumours;
 - xi. intimidating words or conduct (offensive jokes or innuendos); and,
 - xii. words or actions that are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning.
- h) "*Workplace Violence*" – the use or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement or behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker. Types of behaviour that constitute Workplace Violence include, but are not limited to:
- i. verbal or written threats to attack;
 - ii. sending or leaving threatening notes or emails;
 - iii. physically threatening behaviour such as shaking a fist at someone, finger pointing, destroying property, or throwing objects;
 - iv. wielding a weapon in a Workplace;
 - v. hitting, pinching, or unwanted touching that is not accidental;
 - vi. dangerous or threatening horseplay;
 - vii. physical restraint or confinement;
 - viii. blatant or intentional disregard for the safety or wellbeing of others;
 - ix. blocking normal movement or physical interference, with or without the use of equipment;
 - x. sexual violence; and,
 - xi. any attempt to engage in the type of conduct outlined above.

Purpose

2. The purpose of this Code is to ensure a safe and positive environment (within EC's programs, activities, and events) by making Individuals aware that there is an expectation, at all times, of appropriate behaviour consistent with EC's core values. EC supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all individuals are treated with respect and fairness.
3. EC believes that:
 - a) equestrian sport is based on a partnership between the horse and human athlete;
 - b) it is the right and responsibility of EC to set standards in matters of ethics, sportsmanship and the welfare of the horse, and in all matters under its jurisdiction;
 - c) it is desirable to define ethical practices, delineate unethical practices, and encourage good sportsmanship, fair play, and safety;
 - d) all Individuals should observe the spirit as well as the letter of this Code; and,
 - e) conduct contrary to this Code may result in the termination or suspension of membership and/or removal from participation in EC's activities or programs.

Application of this Code

4. All Individuals shall be bound by this Code.



5. This Code applies to Individuals' conduct during EC's business, activities, and events including, but not limited to, competitions, practices, tryouts, lessons, training and caring of horses, training camps, travel associated with EC's activities, EC's office environment, and any meetings.
6. An Individual who violates this Code may be subject to sanctions pursuant to EC's *Discipline, Complaints, and Appeal Policy*. In addition to facing possible sanction pursuant to EC's *Discipline, Complaints, and Appeal Policy*, an Individual who violates this Code during a competition may be ejected from the competition, an official may delay the competition until the Individual complies with the ejection, and the Individual may be subject to any additional discipline associated with the particular competition.
7. An employee of EC found to have engaged in acts of violence or harassment against any other employee, worker, contractor, member, customer, supplier, client, or other third party during business hours, or at any EC event, will be subject to appropriate disciplinary action subject to the terms of EC's policies for human resources, as well as the employee's Employment Agreement (if applicable).
8. This Code also applies to Individuals' conduct outside of EC's business, activities, and events when such conduct adversely affects relationships within EC (and its work and sport environment) and is detrimental to the image and reputation of EC. Such applicability will be determined by EC at its sole discretion.

Statement of Principles – Horse Welfare

9. EC supports adherence to humane treatment of horses in all activities under its jurisdiction.
10. EC is committed to:
 - a) upholding the welfare of the horse, regardless of monetary value, as a primary consideration in all activities;
 - b) requiring that horses be treated with kindness, respect, and the compassion that they deserve, and that they never be subjected to mistreatment;
 - c) ensuring that owners, trainers, and exhibitors and their agents exercise appropriate care and responsibility in the handling, treatment, and transportation of their horses, as well as horses placed in their care for any purpose;
 - d) providing for the continuous wellbeing of the horse by encouraging routine inspection and consultation with health care professionals and competition officials to achieve the highest possible standards of nutrition, health, comfort, and safety;
 - e) continuing to support scientific studies on equine health and welfare;
 - f) requiring owners, trainers, and exhibitors to know and follow their sanctioning organization's rules, and to work within industry regulations in all equestrian competitions; and,
 - g) reviewing, revising, and developing competition rules and regulations that protect the welfare of the horse.



11. In determining whether conduct or treatment is cruel, abusive or inhumane, the standard to be applied will be the conduct or treatment expected of a reasonable person who is informed and experienced in equine training and exhibition procedures.
12. Individuals who interact with horses must also adhere to EC's policies as they relate to horse welfare.

Responsibilities

13. Individuals have a responsibility to:
 - a) maintain and enhance the dignity and self-esteem of EC members and other individuals by:
 - i. treating each other with the highest standards of respect and integrity;
 - ii. focusing comments or criticism appropriately and avoiding public criticism of athletes, coaches, officials, organizers, volunteers, employees, or members;
 - iii. consistently demonstrating the spirit of sportsmanship, sport leadership, and ethical conduct;
 - iv. acting, when appropriate, to correct or prevent practices that are unjustly discriminatory;
 - v. consistently treating individuals fairly and reasonably; and,
 - vi. ensuring adherence to the rules of the sport and the spirit of those rules.
 - b) refrain from any behaviour that constitutes Harassment, Workplace Harassment, Sexual Harassment, Workplace Violence, Abuse, or Discrimination;
 - c) abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods. More specifically, EC adopts and adheres to the Canadian Anti-Doping Program. Any infraction under this Program shall be considered an infraction of this Code and may be subject to further disciplinary action, and possible sanction, pursuant to EC's *Discipline, Complaints, and Appeal Policy*. EC will respect any penalty enacted pursuant to a breach of the Canadian Anti-Doping Program, whether imposed by EC or any other sport organization;
 - d) refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision of the sport who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES);
 - e) refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities;
 - f) refrain from consuming tobacco products or recreational drugs while participating in EC's programs, activities, competitions, or events;
 - g) in the case of minors, not consume alcohol, tobacco, or cannabis at any competition or event;
 - h) in the case of adults, not consume cannabis in the Workplace or in any situation associated with EC's events (subject to any requirements for accommodation), not consume alcohol during competitions and in situations where minors are present, and take reasonable steps to manage the responsible consumption of alcohol in adult-oriented social situations associated with EC's events;
 - i) respect the property of others and not willfully cause property damage;
 - j) promote the sport in the most constructive and positive manner possible;
 - k) when driving a vehicle with an Individual:
 - i. not have his or her licence suspended;
 - ii. not be under the influence of alcohol, cannabis, or illegal drugs or substances;



- iii. have valid car insurance; and,
- iv. not use a mobile device with his or her hands.
- l) adhere to all federal, provincial, municipal, and host country laws;
- m) refrain from engaging in or assisting with any form of bribing, cheating, or manipulation of the outcome of a competition; and,
- n) comply, at all times, with EC's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time.

Directors, Committee Members, and Staff

14. In addition to the above section on general responsibilities for all Individuals, EC's Directors, Committee Members, and Staff will have additional responsibilities to:

- a) function primarily as a Director or Committee Member of EC, not as a member of any other particular group or constituency;
- b) act with honesty and integrity, and conduct themselves in a manner consistent with the nature and responsibilities of EC's business;
- c) ensure that EC's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities;
- d) conduct themselves openly, professionally, lawfully, and in good faith in the best interests of EC;
- e) be independent and impartial, and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism;
- f) behave with decorum appropriate to both circumstance and position;
- g) keep informed about EC's activities, the sport community, and general trends in the sectors in which it operates;
- h) exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which EC is incorporated;
- i) respect all requirements for confidentiality;
- j) respect the decisions of the majority and resign if unable to do so;
- k) commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings;
- l) have a thorough knowledge and understanding of all EC governance documents; and,
- m) conform to the bylaws and policies approved by EC.

Coaches and Instructors

15. In addition to the above section on general responsibilities for all Individuals, coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously. Coaches will:

- a) ensure a safe environment by selecting activities and establishing controls that are suitable for the age, stage of athletic development, experience, ability, and fitness level of the involved Individuals and horses;



- b) prepare athletes and their horses systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm athletes or their horses;
- c) avoid compromising the present and future health of athletes or horses by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of medical and psychological treatments for both athletes and horses;
- d) support the coaching staff of a training camp, provincial team, or national team, should an athlete qualify for participation with one of these programs;
- e) accept and promote athletes' personal goals and refer athletes to other coaches and sports specialists as appropriate;
- f) provide athletes (and the parents/guardians of minor athletes) with the information necessary to be involved in the decisions that affect the athlete;
- g) act in the best interest of the athlete's development as a whole person;
- h) comply with EC's *Screening Policy*;
- i) report to EC any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance;
- j) under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or performance-enhancing substances and, in the case of minors, alcohol and/or tobacco;
- k) respect athletes training with other coaches and with other teams and refrain from discussing topics or actions which are deemed to be within the realm of coaching with such athletes, unless first receiving approval from the coaches who are responsible for the athletes;
- l) never engage in a sexual relationship with a minor athlete;
- m) disclose any sexual or intimate relationship with an athlete over the age of 18 to EC;
- n) recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights;
- o) dress professionally, neatly, and inoffensively; and,
- p) use inoffensive language, taking into account the audience being addressed.

Athletes

16. In addition to the above section on general responsibilities for all Individuals, athletes will have additional responsibilities to:
- a) report any medical problems in a timely fashion when such problems may limit their ability to travel, practice, or compete;
 - b) participate and appear on time and prepared to participate to their best abilities in all competitions, practices, training sessions, tryouts, tournaments, and events;
 - c) properly represent themselves and not attempt to participate in a competition for which they are not eligible by reason of age, classification, or other reason;
 - d) adhere to EC's rules and requirements regarding clothing and equipment;
 - e) act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other athletes, officials, coaches, or spectators;
 - f) dress to represent the sport and themselves well and with professionalism; and,



- g) act in accordance with EC's policies and procedures and, when applicable, additional rules as outlined by coaches or managers.

Officials

1. In addition to the above section on general responsibilities for all Individuals, officials will have additional responsibilities to:
 - a) maintain and update their knowledge of the rules and rules changes;
 - b) refrain from publicly criticizing other officials or any club or association;
 - c) work within the boundaries of their position's description while supporting the work of other officials;
 - d) act as an ambassador of EC by agreeing to enforce and abide by national and provincial rules and regulations;
 - e) take ownership of actions and decisions made while officiating;
 - f) respect the rights, dignity, and worth of all Individuals and horses;
 - g) act openly, impartially, professionally, lawfully, and in good faith;
 - h) be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;
 - i) respect the confidentiality required by issues of a sensitive nature, which may include ejections, defaults, forfeits, discipline processes, appeals, and specific information or data about Individuals;
 - j) honour all assignments unless unable to do so by virtue of illness or personal emergency, and in these cases inform the assignor or association at the earliest possible time;
 - k) be accurate and fulsome when writing reports, taking care to record only true statements and facts; and,
 - l) dress in proper attire for officiating.

Parents/Guardians and Spectators

2. In addition to the above section on general responsibilities for all Individuals, parents/guardians and spectators at events will:
 - a) encourage athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence;
 - b) condemn the use of violence in any form;
 - c) never ridicule a participant for making a mistake during a performance or practice;
 - d) provide positive comments that motivate and encourage participants' continued effort;
 - e) respect the decisions and judgments of officials, and encourage athletes to do the same;
 - f) never question an official's or staff member's judgment or honesty;
 - g) support all efforts to remove verbal and physical abuse, coercion, intimidation, and sarcasm;
 - h) respect and show appreciation to all competitors, and to the coaches, officials, and other volunteers; and,
 - i) refrain from harassing competitors, coaches, officials, parents/guardians, or other spectators.