

CRNZ CODE OF CONDUCT

Purpose

The purpose of this Code of Conduct (**Code**) is to:

- Set the standards of conduct required to uphold our values and principles
- Ensure a clear understanding of what is expected to ensure a positive, healthy, supportive and professional working and sporting environment
- Protect our people and our reputation

Application

This Code applies to:

- CRNZ Staff (including coaches)
- CRNZ Athletes
- Any person embedded in any CRNZ program, including volunteers and HPSNZ support staff, who have agreed to be bound by this Code.

This Code is to be read in conjunction with, and is incorporated into, all employment agreements and contracts, and CRNZ Athlete Agreements. Where part of this code is inconsistent with a clause of an Employment Agreement or Athlete Agreement, the Employment Agreement or Athlete Agreement takes precedence.

Any other rules, regulations, policies and codes of conduct of CRNZ or arising, for example, from membership of a sports body or a professional body are not affected by this Code.

1. ASPIRATIONAL STANDARDS

While the standards in this section are not enforceable, the expectation is that everybody subject to this Code will:

Wellbeing and Care

Prioritise one's own wellbeing at all times.

Seek help from others and from CRNZ when required.

Care for others and be kind.

Vision, values and behaviours

Understand CRNZ's vision (including, where relevant, the kaupapa of the Performance Program) and their own role/accountability in working towards the vision.

Understand and act consistently with CRNZ's agreed values and behaviours.

Excellence

Pursue excellence in their role, whether as athlete, coach or staff, to contribute to CRNZ being a high-performing organisation.

Undertake training, education and professional development as required to ensure continued growth.

2. ENFORCEABLE STANDARDS

2.1 General Standards

Everybody who is subject to this Code must:

2.1.1 The Law

Act in accordance with the law in New Zealand.

Act in accordance with the law of other countries when travelling outside New Zealand.

2.1.2 Bullying, Harassment and Discrimination

Respect the rights, dignity, and worth of all people.

Refrain from bullying any person (CRNZ adopts the definition of bullying set by WorkSafe NZ, which may change from time to time).

Take all reasonable steps to eliminate behaviours that are harassing or demeaning to persons with whom they interact based on factors such as age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, or socioeconomic status.

2.1.3 Integrity

All CRNZ personnel commit to protecting the integrity of sport and the health of others by not engaging with and reporting conduct that is contrary to the spirit of sport. Specifically:

Anti-doping

Abide by all applicable rules, regulations, and policies on doping, including the World Anti-Doping Code, any applicable rules of the sport and the Sports Anti-Doping Rules (as amended from time to time) as issued by Drug Free Sport NZ.

Medical

Engage in professional and safe medical practices.

Supplements

Not make recommendations or give advice to Athletes, Coaches or others participating in sport to take, or not take, supplements or provide nutritional advice, unless authorised to do so.

Match fixing and sports betting

Not engage in match fixing, misusing inside information, betting on kayaking or other prohibited actions.

2.1.4 Health, Safety and Wellbeing

Act with care and diligence and in a manner that protects the health and safety of themselves and others.

Comply with the CRNZ Health and Safety Policy and any other relevant Health and Safety policies and procedures.

2.1.5 Policies

Read, understand, keep up to date and comply, with all applicable CRNZ policies and procedures.

2.1.6 Reputation

CRNZ's reputation as an organisation is critical. So too are the individual reputations of all our people. To protect these reputations we all must:

No Disrepute

Behave in a way that enhances and supports the good reputation of CRNZ and SportNZ and does not bring CRNZ or SportNZ into disrepute.

Public Statements

Ensure that any statement, image or other thing put in the public domain related to CRNZ, including in social media:

- Is authorised by CRNZ; and
- Does not have, or is not likely to have, a negative effect on the interests of, or harm the reputation of, CRNZ or any CRNZ Personnel.

Note: General interviews, statements and social media posts that portray our sport and people in a positive light are always authorised – there is no need to seek authorisation before every statement or post.

2.1.7 Privacy and Confidentiality

Everybody who is subject to this Code may not:

- disclose to any person any Confidential Information; or
- use any Confidential Information for their own benefit or in any other manner which may harm the interests of CRNZ;

2.1.8 CRNZ Property

Treat CRNZ property with care and respect.

Use CRNZ property only for its intended purpose and in the way authorised by CRNZ.

Ensure that all CRNZ property is returned to CRNZ on request and, at the latest, upon the end of the relevant employment/contract/membership under which the equipment was provided.

2.2 Staff and Coaches

This section applies to all CRNZ staff, CRNZ coaches and support staff (including volunteers).

All staff and coaches must:

2.2.1 Professionalism and Competence

- Display high standards of language, manner, punctuality, preparation and presentation.
- Display control, courtesy, respect, honesty, dignity and professionalism to all involved within the sphere of sport – this includes athletes, opponents, colleagues, officials, administrators, the media, families and spectators.
- Seek continual improvement through ongoing education, and other personal and professional development opportunities.
- Seek advice and assistance from professionals when additional expertise is required.
- Accurately represent personal (coaching and/or professional) qualifications, experience, competence and affiliations.

2.2.2 Personal Interactions and Relationships

- Understand appropriate boundaries and maintain professionalism in relationships with athletes and colleagues.
- Any physical contact with others should be appropriate to the situation and necessary (for example, necessary for an athlete's skill development and with the athlete's informed consent).
- Refrain from initiating an intimate and/or sexual relationship with an athlete, or colleague, and discourage any attempt by an athlete or colleague to initiate such a relationship with you.
- It is acknowledged that in some exceptional cases intimate relationships do take place between colleagues. If this occurs, the parties must notify the CEO and their manager immediately. Provided there is no impropriety involved, the CEO and/or manager may take steps to ensure that conflicts of interest are minimised/eliminated.

2.2.3 Safe Environments

- Refrain from any form of verbal, physical or emotional abuse towards others.
- Be alert to any forms of abuse directed towards athletes or colleagues from other sources.

2.2.4 Interactions with Athletes

- Provide a safe environment for training and competition by ensuring equipment, rules, training protocols and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the athletes.
- Provide athletes with planned and structured training programmes appropriate to their needs and goals.
- Refer athletes to appropriately trained and qualified professional where they are identified as being at risk due to the impact of significant events affecting their sporting career or their life outside of sport.

2.3 Athletes

This section applies to all athletes connected with the CRNZ Performance Program. This includes athletes in pathway squads, open squads and athletes selected to CRNZ teams.

Athletes must:

- Conduct themselves in a sportsmanlike manner and respect fellow athletes, coaches, managers, staff, officials and the achievements of opponents.
- Take responsibility for setting and monitoring the boundaries of their professional relationships with other athletes, coaches and support staff.
- Refrain from possessing, or consuming prohibited substances while in CRNZ camps or on tours.
- Comply with training, competition, curfew and behaviour requirements as reasonably directed by CRNZ, while in camp or on tours.

3. BREACHES OF THE CODE

3.1 Breach

A failure by any person to abide by any one or more standards, behaviours or obligations in this Code is a breach of this Code. It is also a breach to help another person to breach this Code.

3.2 Complaints

All CRNZ Personnel have an obligation to report any behaviour or conduct by any CRNZ Personnel which may be in breach of this Code.

Any person may make a complaint about any CRNZ Personnel who they consider may have breached this Code.

A complaint may be made in the manner stated in the applicable CRNZ policy or procedure, or directly to any senior member of CRNZ staff (including the CEO, GM Performance, Participation Lead or Finance and Business Development Manager).

Any person who wishes to make a complaint to an independent body may contact the NZ Sport and Recreation Complaint and Mediation Service (SRCMS) through their website <https://www.sportsmediationservice.org.nz>.

3.3 Investigation and Discipline

If there is a complaint or an alleged breach of this Code, an investigation and /or disciplinary action may be undertaken in accordance with the applicable contract and/or CRNZ policy or procedure, or by or on behalf of the CEO, in the CEO's discretion.

I agree to comply with the CRNZ Code of Conduct.

Name

Signature

Date

4. DEFINITIONS

The words listed below have the following meaning in this code:

ATHLETE means any athlete in a CRNZ Squad.

CEO means the Chief Executive of CRNZ.

COACH means any employed, contracted or volunteer coach.

CONFIDENTIAL INFORMATION means all information which has been specifically designated as confidential by CRNZ and any information about:

- CRNZ athletes (including performance data and personal information);
- CRNZ and HPSNZ know-how, including (without limitation) coaching practice, training programs and performance analysis methods, including the existence of those practices, programs and methods;
- the commercial and financial affairs of CRNZ (including, without limitation, any commercial arrangements or agreements that CRNZ has with its sponsors, suppliers and/or members/athletes);
- employees of, and contractors to, CRNZ;
- members and other participants in events and activities of CRNZ.

unless that information is already in the public domain (except via a breach of this Code).



**Canoe Racing
New Zealand Inc**

17 Antares Place
Rosedale
P O Box 65-451
Mairangi Bay
Auckland 0754