

CODE OF CONDUCT - BY LAWS

CODE OF CONDUCT BY LAWS 2

1 OBJECTIVE ..... ERROR! BOOKMARK NOT DEFINED.

2 SCOPE OF THIS DOCUMENT 2

3 GOVERNANCE PRINCIPALS 3

4 COMPLIANCE WITH THE LAW AND REGULATIONS 3

5 ACT HONESTLY AND PROFESSIONALLY 3

6 DISCRIMININATION, HARASSMENT AND BULLYING 4

7 GENERAL BEHAVIOUR OF CLUB MEMBERS 4

8 ACTION WITHIN DELEGATED AUTHORITY 4

9 OBSERVANCE OF THE CODE OF CONDUCT 4

10 OPINIONS ON BEHALF OF THE FALCON GT OWNERS CLUB OF NSW INC. 5

11 ONLINE AND SOCIAL MEDIA CONDUCT 5

12 DISCIPLINARY ACTION ..... 5 - 7

13 GRIEVANCE PROCEDURE 8

APPENDIX 9

CODE OF CONDUCT - By Laws

1. OBJECTIVE:

The Falcon GT Owners Club of NSW Inc. code of conduct applies to all members and sets out the standards within which members, including their family members, representatives or agents, friends or acquaintances are expected to act when attending any Falcon GT Owners Club of NSW Inc. sanctioned event or meeting. In summary members are expected to act in a manner that will not bring the Falcon GT Owners Club of NSW Inc. or the GT movement as a whole into disrepute. Members are also to ensure that family members, representatives or agents or friends act in an appropriate manner.

Unacceptable behaviour will not be tolerated during any Falcon GT Owners Club of NSW Inc. event or meeting, GT Nationals event or an associated club event or meeting. The Falcon GT Owners Club of NSW Inc. intends that the spirit of the Code of Conduct is adopted as well as the letter of the standards within. The Falcon GT Owners Club of NSW Inc. expects members to insist on a high standard of behaviour at all times which is essential to maintaining the trust and confidence of both The Falcon GT Owners Club of NSW Inc. members and the general public.

The Code of Conduct is about developing a consistent understanding of desired behaviours, towards each other and any persons that we as a club come into contact with who may not necessarily be club members.

Not every circumstance is covered in this document, however it provides the guide for a common sense approach.

2. SCOPE OF THIS DOCUMENT:

This document has been written to cover The Falcon GT Owners Club of NSW Inc. events and refers to associated clubs' and GT Nationals events. Falcon GT Owners Club of NSW Inc. members are to accept the document in its entirety.

3. GOVERNANCE PRINCIPALS:

The following Governance Principals to be adopted by all members:

- We act with integrity and in a manner that a fair person would consider appropriate and reasonable.
- We act at all time in the interest of The Falcon GT Owners Club of NSW Inc. and the GT movement; as a whole.
- We are fair and honest in our dealings with The Falcon GT Owners Club of NSW Inc. members, our suppliers, our service providers, other GT Clubs and with each other.
- We are aware of our legal and regulatory responsibilities and comply with these to the best of our abilities.
- We protect The Falcon GT Owners Club of NSW Inc. assets and try to provide and maintain a safe and secure venue for all Club functions.
- We avoid conflict of interest and do not seek to secure unreasonable benefits for ourselves and others.
- We keep members informed of our decisions and actions.
- We do not discuss members private business with others, nor do we repeat rumours about any club member, club member's family or club member's vehicle.
- We do not use our committee position to belittle others.

4. COMPLIANCE WITH THE LAWS AND REGULATIONS:

The Falcon GT Owners Club of NSW Inc. committee is bound by legal requirements that affect the way its business is conducted. They must comply with the spirit as well as the letter of the law.

5. ACT HONESTLY AND PROFESSIONALLY:

The committee and members must act honestly, in good faith and in the best interest of The Falcon GT Owners Club of NSW Inc. and the GT Movement as a whole. Any Club Member who believes activities may compromise The Falcon GT Owners Club of NSW Inc. interests should advise an appropriate committee member. Appropriate behaviour must be maintained at all times when involved in any The Falcon GT Owners Club of NSW Inc. or associate club event.

6. DISCRIMININATION, HARASSMENT AND BULLYING:

All forms of discrimination, harassment or bullying are prohibited and members showing any of these traits should show cause why they should not have their membership cancelled. These actions are not only unpleasant, they are also illegal and leave The Falcon GT Owners Club of NSW Inc. open to litigation.

7. GENERAL BEHAVIOUR OF CLUB MEMBERS:

Some actions by members during any Falcon GT Owners Club of NSW Inc. event or any other associated club event are grounds for cancellation of their membership and in some cases require that Police be notified of their actions. These include but are not limited to:

- Assault on another club member or member of the public.
- Drunkenness.
- Unruly or obnoxious behaviour.
- Non-compliance with State or Federal traffic laws.
- Damage to or interference with any vehicle.

8. ACTION WITHIN DELEGATED AUTHORITY:

Each Committee Member has a level of authority within which they can act and all committee members must be informed of their level of Authority. When uncertain of their authority, committee members must seek clarification before acting on behalf of The Falcon GT Owners Club of NSW Inc.

9. OBSERVANCE OF THE CODE OF CONDUCT:

The Falcon GT Owners Club of NSW Inc. management committee must make the Code of Conduct known to all members and all Members should ensure that its application is enacted in both word and spirit. Club members are responsible for any non-club members they either bring or invite to any Falcon GT Owners Club of NSW Inc. club meeting or event, associated club meeting or event or GT Nationals event.

10. OPINIONS ON BEHALF OF The Falcon GT Owners Club of NSW INC.

Opinions should never be given to the media or anyone else unless you are the elected or nominated spokesperson for The Falcon GT Owners Club of NSW Inc. without clarifying that this is your opinion only and not that of The Falcon GT Owners Club of NSW Inc. If asked for the opinion of The Falcon GT Owners Club of NSW Inc. and you are not the spokesperson, this request should be referred to the Management Committee for comment.

11. ONLINE AND SOCIAL MEDIA CONDUCT:

The Falcon GT Owners Club of NSW Inc. operates a range of online services including websites and a range of social media such as, Facebook, Instagram, and WhatsApp etc. The content of which is moderated and administered by nominated officials. It is also recognised that individuals also use social media within their personal lives. The use of anything online may impact The Falcon GT Owners Club of NSW Inc. and its members. Accordingly, when posting on any social media, all members are to ensure that The Falcon GT Owners Club of NSW Inc., suppliers, or any club member are not brought into disrepute, harassed, bullied, discriminated against or convening any other breach of The Falcon GT Owners Club of NSW Inc. Code of Conduct policy.

12. DISCIPLINARY ACTION:

1. The Falcon GT Owners Club of New South Wales Inc. Committee may take disciplinary action against a member in accordance with this clause if it is determined that the member:
    a) has failed to comply with these Rules; or
    b) refuses to support the purposes of the Association; or
    c) has engaged in conduct prejudicial to the Association
2. If the Committee is satisfied that there are sufficient grounds for taking disciplinary action against a member, the Committee must appoint a disciplinary subcommittee to hear the matter and determine what action, if any, to take against the member.
3. Subject to subrule (4), the Committee may appoint any person to a disciplinary subcommittee.
4. A person must not be appointed to a disciplinary subcommittee if the person is biased in favour of or against the member concerned.

5. Before disciplinary action is taken against a member, the Secretary must give written notice to the member:
    a) stating that the Association proposes to take disciplinary action against the member; and
    b) stating the grounds for the proposed disciplinary action; and
    c) specifying the date, place and time of the meeting at which the disciplinary subcommittee intends to consider the disciplinary action (the disciplinary meeting); and
    d) advising the member that the member may do one or both of the following:
        i. attend the disciplinary meeting and address the disciplinary subcommittee at that meeting;
        ii. give a written statement to the disciplinary subcommittee at any time before the disciplinary meeting; and
        iii. setting out the member's appeal rights under subrule (11)
6. The notice must be given no earlier than 28 days, and no later than 14 days, before the disciplinary meeting is held.
7. At the disciplinary meeting, the disciplinary subcommittee must:
    a) give the member an opportunity to be heard; and
    b) consider any written statement submitted by the member.
8. After complying with subrule (7), the disciplinary subcommittee may:
    a) take no further action against the member; or
    b) subject to subrule (9)
        i. reprimand the member; or
        ii. suspend the membership rights of the member for a specified period; or
        iii. expel the member from the Association.

9. The disciplinary subcommittee may not fine the member.
10. The suspension of membership rights or the expulsion of a member by the disciplinary subcommittee under subrule (8) takes effect immediately after the vote is passed.
11. A person whose membership rights have been suspended or who has been expelled from the Association under this subrule (8) may give notice to the effect that the person wishes to appeal against the suspension or expulsion.
12. The notice must be in writing and given:
    a) to the disciplinary subcommittee immediately after the vote to suspend or expel the person is taken; or
    b) to the Secretary not later than 7 days after the vote.
13. If a person has given notice under subrule (12), the Committee must appoint at least 3 persons to an appeal subcommittee to consider the appeal.

14. Subject to subrule (15), the Committee may appoint any person to an appeal subcommittee.
15. A person must not be appointed to an appeal subcommittee if the person:
    a) was appointed to the disciplinary subcommittee to hear and determine the matter of the member concerned; or
    b) has a personal interest in the dispute; or
    c) is biased in favour of or against the member concerned.
16. The committee must convene a meeting of the appeal subcommittee (the disciplinary appeal meeting) as soon as practicable and no later than 21 days after the notice of the appeal is received.
17. Notice of the disciplinary appeal meeting must be given to each member of the appeal subcommittee and the member concerned as soon as practicable and must:
    a) specify the date, time and place of the meeting; and
    b) state:
        i. the name of the person against whom the disciplinary action has been taken; and
        ii. the grounds for taking that action; and
        iii. that at the disciplinary appeal meeting the appeal subcommittee members present must vote on whether the decision to suspend or expel the person should be upheld or revoked.
18. At a disciplinary appeal meeting:
    a) no business other than the question of the appeal may be conducted; and
    b) the appeal subcommittee must state the grounds for suspending or expelling the member and the reasons for taking that action; and
    c) the person whose membership has been suspended or who has been expelled must be given an opportunity to be heard.
19. After complying with subrule (18), members of the appeal subcommittee present and entitled to vote at the meeting must vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked.
20. A member may not vote by proxy at the meeting.
21. The decision is upheld if a majority of the persons voting at the meeting vote in favour of the decision.

13. GRIEVANCE PROCEDURE:

1. The grievance procedure set out in this clause applies to disputes under this Constitution between:
    a) a member and another member; and
    b) a member and the Committee; and
    c) a member and the Association.
2. The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.
3. If the parties to a dispute are unable to resolve the dispute between themselves within the time required by subrule (2), the parties must within 10 days:
    a) notify the Committee of the dispute; and
    b) agree to or request the appointment of a mediator;
    c) attempt in good faith to settle the dispute by mediation.
4. The mediator must be:
    a) a person chosen by agreement between the parties; or
    b) in the absence of agreement:
        i. if the dispute is between a member and another member—a person appointed by the Committee; or
        ii. if the dispute is between a member and the Committee or the Association—a registered mediator.
5. Subject to subrule (6), the Committee may appoint any person as a mediator.
6. The Committee must not appoint a person as a mediator if the person:
    a) has a personal interest in the dispute; or
    b) is biased in favour of or against any party.
7. The mediator to the dispute, in conducting the mediation, must:
    a) give each party every opportunity to be heard; and
    b) allow due consideration by all parties of any written statement submitted by any party; and
    c) ensure that natural justice is accorded to the parties throughout the mediation process.
8. The mediator must not determine the dispute.
9. Any costs of mediation are to be paid:
    a) if an agreement as to costs is reached between the parties—in accordance with that agreement; or
    b) if there is no such agreement by the Committee.
10. If the mediation process does not resolve the dispute, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

APPENDIX

REVISION HISTORY

Date	Reason
12/10/2026	Code of Conduct By Law Created by Dave Di Rado, President to update “Article 6 Member – Conduct” in the Constitution.