

Westbrook Safe Mobility and Access Committee Code of Conduct

I, _____, agree to read fully and abide by the following code of conduct at **ALL** meetings and public events. Failure to adhere to the code of conduct may result in removal from the committee and/or other disciplinary action at the discretion of committee administrators.

I agree to:

1. I agree to turn off my cell phone or turn it to silent or vibrate at all meetings and/or events.
2. Should I need to take a call I will excuse myself to take such calls privately.
3. I agree to wear appropriate attire to meetings and events by wearing committee t-shirts and/or a committee name tag.
4. I agree that I will not use offensive language at meetings or events. Offensive language is defined as cursing, hate speech, etc.
5. Only committee members will be allowed to sit at a committee table during events unless an individual has been approved of in advance.
6. Socializing at events with friends etc. should not occur. If you wish to socialize with friends etc. during an event you should excuse yourself from the committee table but only when there are enough members to man a table.
7. If you smoke you will be limited to a 10 minute break but only when appropriate to do so ie. there are enough members to man the table in your absence. Puppets and/or other such materials should be stowed away during such a break as it creates a negative image for the committee.
8. During meetings one should refrain from interrupting an other member. Please wait your turn.

9. Committee members should conduct themselves in a professional manner outside of events and meetings when discussing the committee and when engaging in any manner that relates to the committee.
10. Committee members should adhere to any and all transportation rules. I.e. Using crosswalks appropriately, adhering to speed limits, following traffic rules and laws, etc.

Failure to adhere to the code of conduct will result in disciplinary action. Disciplinary action shall be at the discretion of committee administrators and may consist of the following:

1. First offense: Warning
2. Second offense: Suspension of privileges to participate in events.
3. Third and subsequent offenses: Removal from the committee.

By signing below I agree that I have read and fully understand the code of conduct and that I will agree to adhere to said code of conduct. I also agree that I have been made available a copy of the code of conduct. I also agree that I understand that failure to adhere to the code of conduct may result in removal from the committee.

Signed:

Date: