

Marlin Owners Club (MOC) Code of Conduct

Introduction

Following the approval of the amendments and additions to the constitution at the 2014 AGM, the committee has decided to develop a Code of Conduct.

It is recognised that the MOC is a club for enthusiasts of the marque and not an industrial, commercial or academic institution but it is still necessary to have a rough framework within which misconduct can be dealt with in the fairest and most consistent manner.

We are all accountable for our actions and it is up to you to speak up and deal with anything you are aware of that you feel is wrong or makes you feel uncomfortable. If there is anything that is worrying you, any concern you have, no matter how small, you must ask – you can talk with any member of the committee.

Thank you
Marlin Owners Club Committee

1. Scope

The purpose of this document is to help members maintain the standard of conduct required by the Marlin Owners Club. It defines levels of behaviour by any club member that is deemed unacceptable to another member or the membership as a whole. It also explains the disciplinary process that shall be undertaken in the event of such misconduct. Although the MOC website has its own Forum Etiquette concerning behaviour on the forum which is agreed to when members click the register button some of the examples and associated actions referred to in this document can also apply to inappropriate use of the forum.

2. Misconduct

Minor examples of misconduct could include:-

- a) unauthorised use of club information including club logo
- b) malicious breaches of the constitution
- c) dereliction of club duties

More serious examples could include:-

- a) behaviours that are discriminatory or that insult, antagonise or harass other club members
- b) abusive language
- c) behaviour that damages the reputation of the Marlin Owners Club

Examples of gross misconduct could include the following:-

- a) failure to modify behaviour following a final written warning
- b) theft of club funds or property, deliberate damage to club property, physical assault on another club member.
- c) misappropriation of club funds

These lists are intended as a guide and are not exhaustive.

3. Disciplinary Action

Wherever possible minor offences will be dealt with as informally as possible and endeavour to maintain the respect of the individual. It is only in the more serious cases that the formal procedure must be used. Misconduct will normally be dealt with by a verbal warning from the Chairman after a letter or e-mail had been sent explaining the nature of the offence and what the expected improvement action is. If the misconduct continues a more formal written warning will be issued which could ultimately result in termination of membership. Disciplinary matters will be dealt with confidentially by the Marlin Owners Club Committee. In certain cases suspension of club membership may take place whilst disciplinary processes are in action. Club members who are deemed to have breached the code of conduct will have the right to meet with the Marlin Owners Club committee while they consider the alleged breach of conduct.

Where serious misconduct has occurred a letter or e-mail will be sent to the club member explaining the nature of the offence and what the expected improvement action is.

Where gross misconduct has occurred a letter or e-mail will be sent to the club members explaining the nature of the offence and the termination of club membership and, in appropriate cases, legal action may be taken.

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