



UCWDC® RESPECTFUL COMMUNITY POLICY

Version 1.0

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August 8, 2023	Keith Armbruster	P&P Committee	General Council	

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1. INTRODUCTION

The United Country Western Dance Council® is an international organization which promotes country western dance by producing festivals and competitions across the world. We host the annual Country Dance World Championships® for couples and line dancers and we advocate country dancing as a social activity for people of all ages and abilities.

1.1 Purpose

The United Country Western Dance Council (UCWDC) is committed to an environment where Associate Members are treated with dignity and respect, and are safe from harassment, sexual harassment, discrimination, and violence.

The demonstration of respect is the responsibility of every Associate Member within the dance community. Harassment, sexual harassment, discrimination, and violence will not be tolerated in our dance community. The UCWDC is committed to eliminating and doing everything reasonably practicable to prevent this type of inappropriate and unacceptable behavior.

The UCWDC will appropriately investigate any allegations of harassment, sexual harassment, discrimination, and violence and take corrective action to address these forms of misconduct.

This Policy and the processes made available to Associate Members are in addition to and not intended to discourage the exercise of any legal rights.

1.2 Statement

The United Country Western Dance Council (UCWDC) will not discriminate on the basis of race, creed, color or national origin, religion, physical or mental disability, age, citizenship, family care status, gender identity, transgender status, sex, sexual preferences, sexual orientation, military or veteran status, genetic information, or any other legally protected characteristic.

1.3 Application and Expectations

This Policy applies to all Associate Members of the UCWDC which include, but are not limited to UCWDC Council Officers and Event Directors, UCWDC contest staff as noted in the Rules (Judges, Scrutineers, Contest Coordinators, and Scoring Coordinators), competitors, professional and general Associate Members.

All Associate Members are required to comply with this Policy when conducting themselves at a UCWDC event or when carrying out work for the UCWDC, including complying with the spirit and intent of this Policy.

1.4 Compliance

All Associate Members will conduct themselves in accordance with and comply with all applicable laws at all times. The UCWDC reserves the right to exclude any person from the organization for acting in violation of applicable law, or contrary to the UCWDC's mission, Bylaws and Policies and Procedures, as determined in the UCWDC's sole discretion.

Associate Members will comply with the current Bylaws and Policies and Procedures of the UCWDC, as they relate to their position. This includes conflict of interest and information management directives.



2. DEFINITIONS

1. HARRASSMENT

Harassment is objectionable or unwelcome conduct by an Associate Member, that the Associate Member knows or ought reasonably to know would harm or cause offence, humiliation, degradation, or embarrassment, or which generally causes a hostile, intimidating, or abusive environment or otherwise adversely affects the health and safety of an Associate Member. Harassment includes all forms of bullying.

Harassment is usually a series of events or a pattern of behavior. In some circumstances, a single incident may be serious or egregious enough to constitute harassment.

Harassment does not include conduct and reasonable feedback relating to the judging critiques and performances.

2. DISCRIMINATION

Discrimination is a type of harassment related to a person's race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation, or any other protected ground of discrimination included in the *Human Rights Act 1998* and *The Civil Rights Act of 1964* In the United States.

3. SEXUAL HARRASSMENT

Sexual Harassment is objectionable or unwelcome conduct of a sexual nature, that an Associate Member knows or ought reasonably to know would cause offence, humiliation, degradation, embarrassment or would reasonably be understood to place a condition of a sexual nature on the relationship. Sexual harassment is also a form of sex-based discrimination.

4. VIOLENCE

Violence is the threatened, attempted, or actual conduct of an Associate Member that causes or is likely to cause physical or psychological injury or harm and includes domestic or sexual violence.

5. WORK

Work includes work that is carried out at any time or location where an Associate Member is expected to be performing their job duties.

6. EVENT

Event means any place where dance is carried out, and includes dance events, dance teachings, and UCWDC directed social gatherings or events.

3. RETALIATION, COOPERATION, AND INTERFERENCE

Retaliation is any intentional action taken against anyone who, in good faith, enquires about making a complaint, makes a complaint, or participates in an investigation under this Policy. Retaliation is considered a serious breach of this Policy.

Associate Members are required to co-operate with, and not interfere with, the processes related to this Policy, including investigations into potential breaches of this Policy.



4. CONFIDENTIALITY

Associate Members must maintain the highest standards of confidentiality regarding information obtained directly or indirectly through their involvement with the UCWDC. This includes information about volunteers, other UCWDC Associate Members, funders, donors, member organizations, partners, and contractors. Associate Members must avoid inadvertent disclosure of confidential information through casual or public discussion, which may be overheard or misinterpreted.

Complaints and investigations made under this Policy are to be kept confidential. Members who receive complaints or are involved in an investigation must not disclose information learned during the investigation, with the exception of disclosure to the Chairperson of the Ethics Committee, legal counsel, or if required by law.

Where it is necessary for the UCWDC to inform Event Directors about a matter covered by this Policy, only information that is necessary for the purpose will be disclosed, including informing of threats of violence or potential violence.

5. TRUST and TRANSPERENCY

Associate Members must be open and transparent in their communications when representing themselves to other members of the General Council and Board of Directors. No Associate Member can misrepresent themselves or has the authority to act on behalf of UCWDC for the purpose of obtaining membership and/or office within without prior written approval from the UCWDC President, Board of Directors or General Council.

Materials and programs developed for the UCWDC are the property of the UCWDC and are not to be used in situations external to the organization without prior written approval from the UCWDC President, Board of Directors or General Council.

6. ANONYMOUS COMPLAINTS

Associate Members may make anonymous complaints but should be aware that the ability to respond to such complaints may be negatively impacted by a lack of information and in some cases the complaint may be incapable of being investigated. As fair process to all involved is required, anonymity may not be possible. Associate Members are encouraged to identify themselves when making complaints so the protections in this Policy can be afforded to them.

6. PROHIBITION

Associate Members who attend events or represent the UCWDC while under the excessive influence of drugs or alcohol may be disciplined and may have their membership revoked, as determined in the sole discretion of the UCWDC. In addition, Associate Members who are competing, as well as Associate Members part of the competition staff on duty shall not consume alcohol or be under drug influence, during the dance session.

Associate Members shall abstain from gambling on UCWDC competition results in any form.



7. GOOD FAITH

Complaints made under this Policy must be made in good faith. Complaints found to be made in bad faith, including false, frivolous, malicious, or aggravating complaints, are a serious violation of this Policy and are considered a form of harassment. If there is a finding that a complaint was made in bad faith, the complainant may be subject to discipline.

Complaints that are found to be unfounded or unsubstantiated are not necessarily brought in bad faith. A determination will be made if the complaint was brought in bad faith.

8. CORRECTIVE ACTIONS AND CONSEQUENCES OF POLICY BREACH

When findings are made that an Associate Member has breached this Policy, appropriate action including corrective, remedial, or disciplinary action, up to and including suspension or expulsion, will be taken.

9. SEEKING INFORMATION / MAKING A COMPLAINT

Detailed information regarding the interpretation of this Policy, making an informal or formal complaint, and the investigation process, is available in the companion **Guide** to this Policy, per Appendix A.

Associate Members may also obtain information about this Policy and Guide by contacting their Regional Representative.

10. INVESTIGATIONS

Complaints will be dealt with promptly, and in a confidential and impartial manner. An investigation may be initiated when the allegations, if proven true, could be a violation of this Policy, and when there is sufficient information to conduct the investigation.

END OF POLICY