



## **CODE OF CONDUCT FOR THE MEMBERS OF THE OSIC INVESTIGATION UNIT AND OSIC SPORT ENVIRONMENT ASSESSMENT UNIT**

### **1. PURPOSE AND APPLICATION**

This Code of Conduct ("Code") sets out the standards of conduct governing the professional and ethical responsibilities of the members (hereinafter referred to as "the Member(s)") of the OSIC Investigation Unit and/or the OSIC Sport Environment Assessment Unit, (hereinafter referred to as "the applicable Unit(s)").

The objectives of this Code are to:

- (i) Provide principles for the conduct of Member(s) of the applicable Unit(s); and
- (ii) Promote public confidence in the services provided by the applicable Units and by the OSIC.

This Code does not form part of, override or replace (i) the UCCMS, (ii) the OSIC [Policies and Procedures](#), (iii) applicable OSIC procedures and guidelines communicated by the OSIC from time to time for the services provided by the applicable Unit(s), (v) relevant professional standards and obligations, and (vi) applicable laws (altogether the "Overarching Policies"). It is intended to complement such other documents that Member(s) may otherwise be subject to as part of the applicable Unit(s). Measures contemplated pursuant to any such Overarching Policies may apply in case of alleged breach by a Member.

Alleged breaches of this Code shall otherwise be addressed in accordance with the applicable terms of the (i) [Complaints Process Policy of the SDRCC](#) , and (ii) Member agreement with the OSIC for the applicable Unit(s).

Capitalized terms not otherwise defined in this Code shall have the meaning given to them in the applicable Overarching Policies.

### **2. PRINCIPLES OF CONDUCT**

#### **a) Regulatory Compliance**

*The Member(s) shall:*

- i) Conduct all applicable Investigations and/or Assessments in accordance with the applicable Overarching Policies;
- ii) Not commit or condone an unethical or illegal act or incite another to do so; and
- iii) Promptly disclose to the relevant authorities any information acquired through an Investigation and/or Assessment that they are compelled by Overarching Policies to report.

#### **b) Accessibility, Fairness and Courtesy**

*The Member(s) shall:*

- i) Avoid impropriety in any communications made in the context of any applicable Investigations and/or Assessments or otherwise in the context of communications relating to the applicable Unit(s);
- ii) Act fairly, without discrimination or favoritism, in a manner that is courteous and respectful of diversity and of social and cultural differences;



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- iii) Communicate with parties and witnesses as well as their representatives even-handedly, respectfully and sensitively, and in a way that encourages mutual respect;
- iv) Ensure that the parties and/or participants involved in the investigation or assessment have an adequate understanding of the procedural aspects of such investigation process or assessment process and have adequate opportunities to be heard, whether or not they are represented; and
- v) Refrain from unduly influencing parties or from providing legal advice.

### c) Quality, Consistency and Integrity

*The Member(s) shall:*

- i) Accept an appointment only if available to devote the time and attention to meet the timeliness standards of the applicable Unit(s) and satisfy the reasonable expectations of the parties concerning a timely process;
- ii) Make all reasonable efforts to prevent delaying tactics, harassment of parties or other participants, or other abuse or disruption of the applicable process;
- iii) Be fully apprised of the case and prepare appropriately prior to commencing any procedure;
- iv) Not delegate any duty to decide to another person unless permitted to do so by parties or by the applicable rules;
- v) Not engage in conduct that exploits their position as a Member of the applicable Unit(s); and
- vi) Adhere to standards of professional integrity and honesty when making arrangements for compensation and reimbursement of their expenses.

### d) Professionalism and Competence

*The Member(s) shall:*

- i) Maintain a high level of professional competence and knowledge required to discharge their obligations and duties as Member of the applicable Unit(s);
- ii) Welcome feedback and fully cooperate in addressing any concern raised against them;
- iii) Refrain from publicly denigrating another member of the applicable Units, a decision made by the OSIC, the SDRCC or another party; and
- iv) Refrain from carrying on any activity or behavior which could be considered as conduct unbecoming of a member of the applicable Unit(s) or bring the OSIC and/or SDRCC into disrepute.

### e) Confidentiality

*The Member(s) shall:*

- i) Refrain from disclosing or using for other purposes any confidential information obtained through the applicable Unit(s), even beyond the termination of membership on the applicable Unit(s), unless compelled by law to disclose it;
- ii) Promote understanding among the relevant parties involved in a case of their duty to confidentiality, as outlined in the applicable [OSIC Policies and Procedures](#);
- iii) Properly store and/or as applicable, properly dispose of applicable records in its possession, pursuant to the requirements of the Overarching Policies;
- iv) Refrain from commenting on or providing information to the media or publicly on any potential, actual or closed matters of the OSIC, on the applicable Unit(s), the OSIC and/or the SDRCC; and



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- v) Refer in a timely manner any request received by the media to speak about the OSIC, the SDRCC, the applicable Unit(s), any specific matter and/or person related thereto, to [media@abuse-free-sport.ca](mailto:media@abuse-free-sport.ca) (unless indicated otherwise by the OSIC or the SDRCC).

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