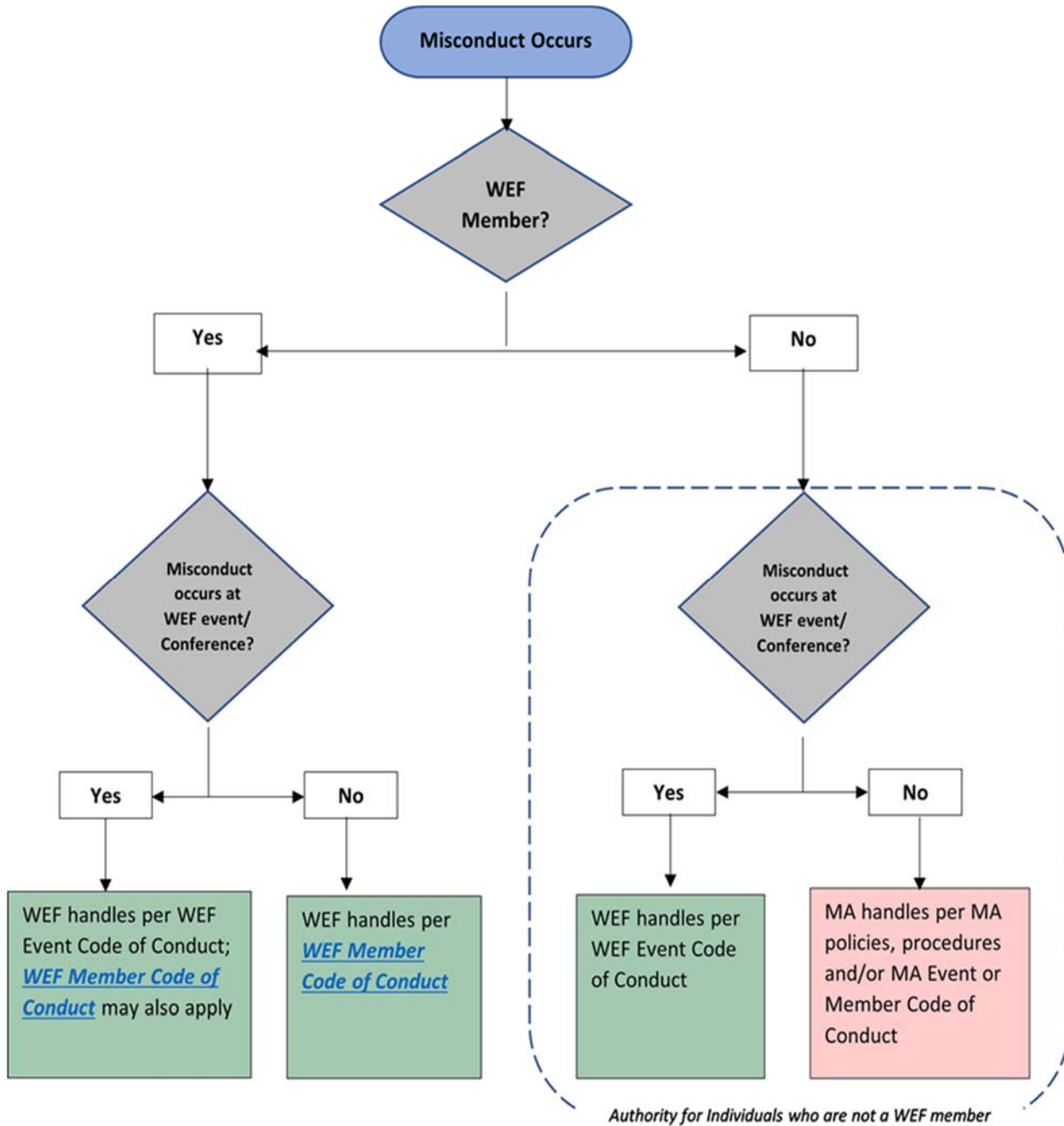


Code of Conduct Quick Reference Guide

- WEF Member Code of Conduct (WEF Code) was adopted to help ensure that WEF provides a professional, safe, and welcoming environment for all
- WEF Members agree to uphold the WEF Code when joining or renewing WEF membership
- The WEF Code applies to those members who are members of both WEF and the MA, and WEF's Code has controlling authority in that instance
- More than half of WEF MAs have MA-Only members, and because those MA-Only members are not WEF members, the WEF Code does not apply to those MA-Only members
- It is important that each MA has a MA Code of Conduct (MA Code), which includes a process for handling and resolving complaints; the procedures should provide "due process" for all parties
- WEF also adopts Event Codes of Conduct applicable to all registrants, whether a member or non-member; registrants agree to uphold the event code when registering to attend a WEF event
- The MA Toolkit provides a template for a MA to develop their own MA Member Code of Conduct (MA Code) as well as a template for a MA to develop their own Event Code of Conduct (MA Event Code)
- Templates were patterned after the WEF Member Code of Conduct and WEF's Event Code of Conduct
- A complaint could be handled under an Event code, the WEF Code, or the MA Code, depending on where the complaint or concern originates
- The MA Code of Conduct Toolkit spells out the "jurisdictional" issues as to when the MA Code would apply and when the WEF Code would have authority
- The Toolkit also describes the interplay with a WEF or MA Event Code of Conduct

Handling Misconduct: WEF Authority and Member Association Authority

LEGEND KEY: ■ Green = WEF authority to investigate and resolve complaints
■ Red = MA authority to investigate and resolve complaints



If complaint on WEF/MA member surfaces at MA level, MA should contact the WEF Executive Director.