



CODE OF CONDUCT AND ETHICS

| | |
|--|---|
| Original Version Approval Date: 2019 Current Version Approval Date: 2023 Date of Next Review: 2025 | Policy Type: Governance Policy Number: |
|--|---|

1. PURPOSE

1.1. The purpose of this Code is to outline minimum expectations with respect to appropriate behaviour:

- to act with professionalism and integrity in all situations
- to ensure a safe and positive environment at all ABA programs, activities, and events
- to support equal opportunity, prohibit discriminatory practices and provide an environment in which all individuals are treated with respect.

2. PRINCIPLES

- 2.1. Individuals can and typically will be subject to the provisions of more than one code. Although other organizations may have their own conduct standards, this Code reflects the minimum expectation of Alberta Bicycle.
- 2.2. Conduct that does not meet minimum standards articulated in this Code is subject to disciplinary actions.
- 2.3. Conduct that violates this Code may be subject to actions identified in other Alberta Bicycle policies and procedures, and any resulting measures imposed under those policies.
- 2.4. Members clubs of Alberta Bicycle are strongly encouraged to implement a similar Code to govern the conduct of individuals within their jurisdictions.

3. APPLICATION OF THIS CODE

- 3.1. This Code shall apply to all members conduct during ABA business and activities. This includes, without limitation, Alberta Bicycle and/or Member Events, programming, and business, such as training and camps, team travel, the Workplace, club activities, competitions, and any meetings, virtual activities, and social media postings.
- 3.2. A Member who violates this Code may be subject to sanctions pursuant to the ABA's *Discipline and Complaints Policy*.
- ~~3.3.~~ This Code also applies to Members' conduct outside of the ABA's business, activities, and events when such conduct adversely affects relationships within the ABA (and its work and sport environment) and is detrimental to the image and reputation of the ABA. Such applicability will be at the sole discretion of the ABA.

4. DEFINITIONS

- 4.1. **Athlete:** An individual who is an Athlete Participant in an Alberta Bicycle event who is subject to the policies of Alberta Bicycle and to this Code.
- 4.2. **Event:** An event sanctioned by Alberta Bicycle and/or an affiliated club, and which may include a social Event
- 4.3. **Harassment:** A course of vexatious comment or conduct against an [Organization Participant/Individual/Registered Participant] or group, which is known or ought reasonably to be known to be unwelcomed.
 - a) **Maltreatment-** A volitional act that results in harm or the potential for physical or psychological harm and includes any of the following behaviours or conduct:
 - i. **Psychological Maltreatment:** Any pattern or single serious incident of deliberate conduct that has the potential to be harmful to the psychological well-being of an individual. Psychological Maltreatment is determined by the objective behaviour, and not whether harm is intended or results from the behaviour. It includes, without limitation:
 - a. Verbal Acts: Verbally assaulting or attacking an individual, including but not limited to unwarranted personal criticisms; body shaming; derogatory comments related to an individual's identity (e.g., race, gender identity or expression, ethnicity, Indigenous status, or ability/disability); comments that are demeaning, humiliating, belittling, intimidating, insulting or threatening; the use of rumours or false statements about an individual to diminish their reputation; using confidential information inappropriately. Verbal Maltreatment may also occur in online forms.
 - b. Non-assaultive Physical Acts (no physical contact): Physically aggressive behaviours, including but not limited to throwing objects at or in the presence of others without striking another; hitting, striking or punching objects in the presence of others.
 - c. Acts that Deny Attention or Support: Acts of commission that deny attention, lack of support or isolation including but not limited to ignoring psychological needs or socially isolating an individual repeatedly or for an extended period of time; arbitrarily or unreasonably denying feedback, support or attention for extended periods of time and/or asking others to do the same.
 - ii. **Physical Maltreatment:** Any pattern or single serious incident of deliberate conduct that has the potential to be harmful to the physical well-being of an individual. Physical Maltreatment is determined by the objective behaviour, and not whether harm is intended or results from the behaviour. It includes, without limitation:
 - a. Contact behaviours: Deliberately punching, kicking, beating, biting, striking, strangling or slapping another, deliberately hitting another with objects.

- b. **Non-contact behaviours:** Isolating an individual in a confined space; forcing an individual to assume a painful stance or position for no purpose, withholding, recommending against, or denying adequate hydration, nutrition, medical attention or sleep; denying access to a toilet; providing alcohol to an individual under the legal drinking age; providing illegal drugs or non-prescribed medications to an individual.
- iii. **Sexual Maltreatment:** Any act targeting an individual's sexuality, gender identity or expression, that is committed, threatened or attempted against that person, and includes but is not limited to the offences of sexual assault, sexual exploitation, sexual interference, invitation to sexual touching, indecent exposure, voyeurism and non-consensual distribution of sexual/intimate images under the Criminal Code of Canada. Sexual Maltreatment also includes sexual harassment and stalking, cyber harassment, and cyber stalking of a sexual nature. Sexual Maltreatment can take place through any form or means of communication (e.g. online, social media, verbal, written, visual, hazing, or through a third party). Examples of Sexual Maltreatment include, but are not limited to:
 - a. Any penetration of any part of a person's body, however slight, with any object or body part by a person upon another person, including but not limited to:
 1. vaginal penetration by a penis, object, tongue, or finger; and
 2. anal penetration by a penis, object, tongue, or finger.
 - b. Any intentional touching of a sexual nature of any part of a person's body, however slight, with any object or body part by a person upon another person, including but not limited to:
 1. kissing;
 2. intentional touching of the breasts, buttocks, groin or genitals, whether clothed or unclothed, or intentionally touching of another with any of these body parts;
 3. any contact, no matter how slight, between the mouth of one person and the genitalia of another person;
 4. making a person touch themselves or someone else with or on any of the body parts listed in 2); and
 5. any intentional touching in a sexualized manner regardless of the relationship, context or situation.
- iv. **Neglect:** Any pattern or a single serious incident of lack of reasonable care, inattention to an individual's needs, nurturing or well-being, or omissions in care. Neglect is determined by the objective behaviour but the behaviour must be evaluated with consideration given to the individual's needs and requirements, not whether harm is intended or results from the behaviour. Neglect, or acts of omission, include without limitation, not being aware of and not considering an individual's physical or intellectual disability, or subjecting individuals to the risk of Maltreatment.

- v. **Grooming:** Often a slow, gradual and escalating process of building trust and comfort with a young person which includes, without limitation, deliberate conduct by a Coach or Participant to sexualize a relationship with a Minor, and which includes making inappropriate behaviour seem normal and gradually engaging in “boundary violations” which have been professionally identified to Canadian standards (e.g., a degrading remark, a sexual joke, sexualized physical contact; Adults sharing rooms with a Minor who is not an immediate family member; private social media and text communications; sharing personal photographs; private meetings; private travel, and providing gifts).
- vi. **Maltreatment Related to Process:** The behaviours identified below also constitute Maltreatment.
 - a. Interference With or Manipulation of Process: A Participant violates the Code by directly or indirectly interfering with a process instituted pursuant to this Code:
 - 1. falsifying, distorting, or misrepresenting information, the resolution process, or an outcome;
 - 2. destroying or concealing information;
 - 3. attempting to discourage an individual’s proper participation in or use of the Code’s processes;
 - 4. harassing or intimidating (verbally or physically) any person involved in the Code’s processes before, during, and/or following any proceedings;
 - 5. publicly disclosing an individual’s identifying information, without that person’s agreement;
 - 6. failing to comply with any temporary or provisional measure or other final sanction;
 - 7. distributing or otherwise publicizing materials a Coach gains access to during any investigation or hearing, except as required by law or as expressly permitted; or influencing or attempting to influence an individual to interfere with or manipulate the process.
 - b. Retaliation: Retaliation is prohibited. A Participant shall not take an adverse action against any individual for making a good faith report of possible Maltreatment or for participating in any process under the Code. Retaliation includes threatening, intimidating, harassing, coercing or any other conduct that would discourage a reasonable person from engaging or participating in the Code’s processes. Retaliation after the conclusion of investigation and sanction processes is also prohibited. Retaliation may be present even where there is a finding that no Maltreatment occurred. Retaliation does not include good-faith actions lawfully pursued in response to a report of possible Maltreatment.
 - c. Aiding and Abetting: Any act taken with the purpose of facilitating, promoting, or encouraging the commission of Maltreatment. Aiding and Abetting also includes, without

limitation, knowingly:

- a. allowing any Participant who has been suspended or is otherwise ineligible to be in any way associated with sport or to coach or instruct sport participants;
- b. allowing any Participant to violate the terms of their suspension or any other sanctions imposed.

vii. ***Maltreatment Related to Reporting:***

- a. Failure to Report Maltreatment of a Minor: The failure to report is in and of itself a violation of the Code. An adult Participant who fails to report actual or suspected Psychological Maltreatment, Sexual Maltreatment, Physical Maltreatment or Neglect involving a Minor Participant pursuant to the Code's processes and to law enforcement or child protection services (when applicable) shall be subject to disciplinary action under the Code. This obligation is ongoing and is not satisfied by making an initial report; instead, this obligation includes reporting, on a timely basis, all relevant information that the adult is or becomes aware of and requires making a direct report. Any report shall include personally identifying information of the potential Minor Complainant (to the extent known), as well as a duty to reasonably supplement the report as to identifying information learned at a later time.
- b. Failure to Report Inappropriate Conduct: Not all inappropriate conduct meets the threshold for constituting Maltreatment. However, such inappropriate conduct may represent behaviour that runs the risk of escalating to Maltreatment. Any Participant who suspects or becomes aware of another Participant's inappropriate conduct, even if it is not defined as Maltreatment, has a duty to report such inappropriate conduct through the internal procedures identified in this Code. Participants in positions of trust and authority who become aware of another Participant's inappropriate conduct have a responsibility for reporting their concern within the procedures herein. The person making the report does not need to determine whether a violation of the Code took place. Instead, the responsibility lies in reporting the objective behaviour.
- c. Intentionally Filing a False Allegation. Filing a knowingly false allegation or influencing others to file a knowingly false allegation that a Participant engaged in Maltreatment shall be subject to disciplinary action pursuant to the Code. An allegation is false if the events or conduct reported did not occur and the person making the report knows that the events or conduct did not occur. A false allegation is different from an unsubstantiated allegation; an unsubstantiated allegation means there is insufficient supporting evidence to determine whether an allegation is true or false. Absent demonstrable bad faith, an

unsubstantiated allegation alone is not grounds for a violation. Any person found to have made mischievous, intentionally false or malicious complaints will render themselves liable to appropriate disciplinary action.

- 4.4. **Member:** Any individual, who is a Participant, Coach, Official, or Administrator and who is registered with Alberta Bicycle.
- 4.5. **Minor:** an individual who is under the age of 18 years old. It is at all times the responsibility of the adult Participant to know the age of a Minor they are engaging with.
- 4.6. **Individual:** Refers to Participants to the extent not already included in the definition of Participant and includes, all people employed by, contracted by, or engaged in activities with Alberta Bicycle including, but not limited to, employees, contractors, Athletes, Athlete Support Personnel, coaches, instructors, officials, judges, managers, administrators, parents or guardians, spectators, or directors or officers.
- 4.7. **Participant** – a person who takes part in or becomes involved in an Alberta Bicycle or affiliated club activity.
- 4.8. **Person in Authority:** Any Individual who holds a position of authority within Alberta Bicycle including, but not limited to, coaches, instructors, officials, managers, Athlete Support Personnel, chaperones, committee members, or directors or officers.
- 4.9. **Power Imbalance:** Exists where, based on the totality of the circumstances, a Participant has supervisory, evaluative, a duty of care, or other authority over another person. Maltreatment occurs when this power is misused. Once a coach-athlete relationship is established, a Power Imbalance is presumed to exist throughout the coach-athlete relationship, regardless of age, and is presumed to continue after the coach-athlete relationship terminates or until the athlete reaches 25 years of age. A Power Imbalance may exist, but is not presumed, where an intimate relationship existed before the sport relationship commenced (e.g., a relationship between two spouses or life partners, or a sexual relationship between consenting adults that preceded the sport relationship).
- 4.10. **Staff:** An individual recognized by Alberta Bicycle operating in a full-time, part-time, term, contract, or volunteer capacity.
- 4.11. **True Sport-**The seven True Sport Principles are the foundation of good sport. They must be present in the sport experience at all times, in the right balance and proportion, at all levels of competition, to foster a quality sport experience. The seven True Sport Principles are:

Go for It

Always strive for excellence and rise to the challenge, but never at the expense of others. Discover how good you can be.

Play Fair-Play honestly and obey the rules, in letter and spirit. Winning is only meaningful when competition is fair.

Respect Others-Show respect for everyone involved in creating a sporting experience, both on the field and off. Win with dignity and lose with grace.

Keep it Fun-Find the joy of sport and have a good time. Keep a positive attitude and look to make a positive difference, on the field and in your community.

Stay Healthy-Place physical and mental health above all other considerations and avoid unsafe activities. Respect your body and keep in shape.

Include Everyone-Share sport with others, regardless of creed, ethnicity, gender, sexual orientation or ability. Invite everyone into sport to make it more meaningful for the whole community.

Give Back-Always remember the community that supports your sport and helps make it possible. Find ways to show your appreciation and help others get the most out of sport.

- 4.12. **Vulnerable Participant:** persons at increased risk of Maltreatment and/or coercion, often due to age, gender, race, poverty, Indigeneity, sexual orientation, gender identity or expression, disability, psychosocial or cognitive ability, and their intersections. Vulnerable Participants include persons who are not able to provide informed consent.
- 4.13. **Workplace:** Any place where Alberta Bicycle business or Alberta Bicycle work-related activities are conducted. Workplaces include but are not limited to, Alberta Bicycle's registered office(s), work-related social functions, work assignments outside the registered office(s), work-related travel, the training and competition environment, and work-related conferences or training sessions.
- 4.14. **Workplace Harassment:** A course of vexatious comment or conduct against an individual in a Workplace that is known or ought reasonably to be known to be unwelcome. Workplace Harassment should not be confused with legitimate, reasonable management actions that are part of the normal work/training function, including measures to correct performance deficiencies, such as placing someone on a performance improvement plan, or imposing discipline for workplace infractions.
- 4.15. **Workplace Violence:** The use of or threat of physical force by a person against a worker in a Workplace that causes or could cause physical injury to the worker; an attempt to exercise physical force against a worker in a Workplace that could cause physical injury to the worker; or a statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker in a Workplace that could cause physical injury to the worker.

5. POLICY STATEMENT

- 5.1. Facilitating a safe, positive, and inclusive environment is the collective responsibility of everyone involved in the cycling community. This Code sets out the minimum expectations for acceptable behaviour for all individuals within the scope of this policy. However, Alberta Bicycle anticipates and expects that the conduct of all individuals in the cycling community will exceed these minimum standards.

6. PROHIBITED BEHAVIOURS

- 6.1. All Individuals must refrain from any behaviour that constitutes a Prohibited Behaviour as defined by the Code.
- 6.2. Individuals are responsible for knowing what actions or behaviours constitute a Prohibited Behaviour and Maltreatment.
- 6.3. Prohibited Behaviours include, but are not limited to:
 - i. Physical Maltreatment
 - ii. Psychological Maltreatment
 - iii. Neglect
 - iv. Sexual Maltreatment
 - v. Grooming
 - vi. Boundary Transgressions
 - vii. Discrimination
 - viii. Failing to Report
 - ix. Aiding and Abetting
 - x. Retaliation
 - xi. Interference with or Manipulation of Process
 - xii. False Reports
- 6.4. In addition to the above-mentioned Prohibited Behaviours, this Code sets out other expected standards of behaviour and conduct for all Individuals and any failure to respect these expected standards of behaviour by an Individuals may constitute a break of this Code.

7. PROVISIONS

GENERAL CODE OF CONDUCT AND ETHICS

All individuals agree to:

- 7.1. be responsible for their actions and accountable for the consequences of their actions or inactions,
- 7.2. ~~not be in a conflict of interest or permit any influence that could conflict with the best~~ interest of the Alberta Bicycle or prejudice the Alberta Bicycle's reputation.
- 7.3. Conduct themselves in a manner consistent with the True Sport principles,
- 7.4. Treat all individuals with dignity by:
 - 7.4.1. Demonstrating respect to individuals regardless of gender expression, gender identity, body type, physical characteristics, athletic ability, gender, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, or

economic status.

7.4.2. Consistently treating individuals fairly and reasonably

7.4.3. Act in a manner consistent with the spirit of sportsmanship, sport leadership, and ethical conduct, including, but not limited to:

- I. Focusing comments or criticism appropriately and avoiding public criticism of Athletes, officials, organizers, volunteers, members, or other Individuals;
- II. Acting to prevent or correct practices that are unjustly discriminatory and to encourage those that promote equity and inclusivity;
- III. Consistently treating individuals fairly and reasonably and with regard for their physical and psychological well-being;
- IV. Show concern, empathy and caution towards others who may be sick or injured;
 - I. Act, when appropriate, to correct or prevent practices that are unjustly discriminatory,

7.5. Ensure adherence to the rules of cycling and the spirit of those rules.

7.6. Refrain from any behaviour that constitutes harassment. For definitions and behaviour please refer to the ABA's *Harassment Policy*

7.7. Abstain from the non-medical use of drugs or the use of performance-enhancing drugs or methods

7.8. Refrain from coaching, training, competing with, managing, assisting, or supervising any person who has incurred an anti-doping rule violation and is serving a sanction involving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program and/or the World Anti-Doping Code and recognized by the Canadian Centre for Ethics in Sport (CCES)

7.9. Be alert to the coercive potential of Power Imbalance in relationships. Never use power or authority, intentionally or unintentionally, in an attempt to coerce another person to engage in inappropriate activities;

7.10. Respect the property of others and not willfully cause damage

7.11. Promote cycling in the most constructive and positive manner possible

7.12. Adhere to all federal, provincial, municipal and host country laws

7.13. Comply, at all times, with Alberta Bicycle's bylaws, policies, procedures, and rules and regulations, as adopted and amended from time to time

7.14. Adhere to and respect Alberta Bicycle's Safe Sport Policy, and in particular, the protocols, education, and screening requirements it prescribes.

ROLE-SPECIFIC CODES OF CONDUCT

In addition to abiding by the General Code of Conduct and Ethics set out above, individuals in certain roles within the Alberta Bicycle community are subject to further conduct standards as follows.

8. BOARD/COMMITTEE MEMBERS AND STAFF

In addition to section one above, the ABA's Board Members, Committee Members, and Staff will have additional responsibilities to:

- 8.1. Function primarily as a director, committee member or staff of Alberta Bicycle; not as a member of any other particular member or constituency
- 8.2. Act with honesty and integrity and conduct themselves in a manner consistent with the nature and responsibilities of ABA business and the maintenance of Member confidence.
- 8.3. Ensure all decision-making, which should always be in the best interests of the Association, is not influenced by personal, family, financial, business, or other private interests.
- 8.4. Ensure that the ABA's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities.
- 8.5. Conduct themselves openly, professionally, lawfully and in good faith in the best interests of the ABA
- 8.6. Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism.
- 8.7. Behave with decorum appropriate to both circumstance and position and be fair, equitable, considerate, and honest in all dealings with others.
- 8.8. Keep informed about ABA activities, the provincial cycling community, and general trends in the sectors in which they operate
- 8.9. Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the ABA is incorporated
- 8.10. Respect the confidentiality appropriate to issues of a sensitive nature
- 8.11. Ensure that all Members are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight
- 8.12. Respect the decisions of the majority and resign if unable to do so
- 8.13. Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- 8.14. Have a thorough knowledge and understanding of all ABA governance documents
- 8.15. Conform to the bylaws and policies approved by the ABA
- 8.16. Not engage in Workplace Harassment or Workplace Violence

9. COACHES AND MANAGERS

In addition to section one above, coaches have many additional responsibilities. The coach-athlete relationship is a privileged one and plays a critical role in the personal, sport, and athletic development of the athlete. Coaches must understand and respect the inherent power imbalance that exists in this relationship and must be extremely careful not to abuse it, consciously or unconsciously.

Coaches will:

- 9.1. Ensure a safe environment by selecting activities and establishing controls that are suitable for the age, experience, ability, and fitness level of the involved Athletes;
- 9.2. Prepare Athletes systematically and progressively, using appropriate time frames and monitoring physical and psychological adjustments while refraining from using training methods or techniques that may harm Athletes physically or psychologically;
- 9.3. Avoid compromising the present and future health of Athletes by communicating and cooperating with sport medicine professionals in the diagnosis, treatment, and management of Athletes' medical and psychological treatments;
- 9.4. Support the coaching staff of a training camp, provincial team, or national team; should an Athlete qualify for participation with one of these programs;
- 9.5. Accept and promote Athletes' personal goals and refer Athletes to other coaches and sports specialists as appropriate;
- 9.6. Provide Athletes (and the parents/guardians of Minor Athletes) with the information necessary to be involved in the decisions that affect the Athlete;
- 9.7. Refrain from one-on-one personal communication with Minor Athletes through emails, texts, letters, or phone calls and always include parents, legal guardians, or other responsible adults in these communications;
- 9.8. Act in the best interest of the Athlete's development as a whole person;
- 9.9. Immediately report to Alberta Bicycle any ongoing criminal investigation, conviction, or existing bail conditions, including those for violence, child pornography, or possession, use, or sale of any illegal substance;
- 9.10. Under no circumstances provide, promote, or condone the use of drugs (other than properly prescribed medications) or prohibited substances or prohibited methods and, in the case of Minors, alcohol, cannabis, and/or tobacco;
- 9.11. Respect Athletes riding with other teams and, in dealings with them, not encroach upon topics or actions which are deemed to be within the realm of 'coaching', unless after first receiving approval from the coaches who are responsible for the Athletes;
- 9.12. Not engage in a sexual or intimate relationship with a Minor Athlete;
- 9.13. Disclose any sexual or intimate relationship with an Athlete where there is a Power Imbalance.
- 9.14. Recognize the power inherent in the position of coach and respect and promote the rights of all participants in sport. This is accomplished by establishing and following procedures for confidentiality (right to privacy), informed participation, and fair and reasonable treatment. Coaches have a special responsibility to respect and promote the rights of participants who are in a vulnerable or dependent position and less able to protect their own rights;
- 9.15. Use inoffensive language, considering the audience being addressed;
- 9.16. Endorse the Coaching Code of Ethics of the Canadian Professional Coaches Association.

10. OFFICIALS

In addition to the General Code of Conduct and Ethics, officials will

- 10.1. Maintain and update their knowledge of the rules and rules changes:

- 10.2. Work within the boundaries of their position's description while supporting the work of other commissaires
- 10.3. Act as an ambassador of the ABA by agreeing to enforce and abide by national and provincial rules and regulations
- 10.4. Take ownership of actions and decisions made while officiating
- 10.5. Respect the rights, dignity, and worth of all individuals
- 10.6. Not publicly criticize other commissaires or any cycling club or association
- 10.7. Assist with the development of less-experienced commissaires
- 10.8. Conduct themselves openly, impartially, professionally, lawfully, and in good faith in the best interests of the ABA, athletes, coaches, other commissaires, and parents
- 10.9. Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others
- 10.10. Respect the confidentiality required by issues of a sensitive nature, which may include disqualifications, discipline processes, appeals, and specific information or data about Members
- 10.11. When writing reports, set out the true facts and not attempt to justify any decisions

11. PARENTS/GUARDIANS AND SPECTATORS

In addition to abiding by the above General Code of Conduct and Ethics, parents/guardians and spectators at Events will:

- 11.1. Encourage Athletes to compete within the rules and to resolve conflicts without resorting to hostility or violence;
- 11.2. Condemn the use of violence in any form;
- 11.3. Never ridicule an Individual for making a mistake during a competition or practice;
- 11.4. Respect the decisions and judgements of officials and encourage Athletes to do the same;
- 11.5. Support all efforts to stop and prevent verbal and physical abuse, coercion, intimidation;
- 11.6. Respect and show appreciation to all competitors, and to coaches, officials, and other volunteers;
- 11.7. Never harass Individuals, competitors, Athlete Support Personnel, officials, parents/guardians, or other spectators;
- 11.8. Never encourage, aid, cover up or assist an Athlete in cheating through doping, competition manipulation or other cheating behaviours.

12. RETALIATION, RETRIBUTION OR REPRISAL

- 12.1. It is a breach of this Code for any Individual to engage in any act that threatens or seeks to intimidate another individual with the intent of discouraging that Individual from filing, in good faith, a complaint pursuant to any Alberta Bicycle policy.
- 12.2. It is also a breach of this Code for an Individual to file a complaint for the purpose of retaliation, retribution, or reprisal against any other Individual(s).

- 12.3. Any Individuals found to be in break of this section shall be liable for the costs related to the disciplinary process required to establish such a breach.

13. ANTI-DOPING

- 13.1. All Individuals shall:

- 13.1.1. Abstain from the non-medical use of medications or drugs or the use of Prohibited Substances or Prohibited Methods as listed on the version of the World Anti-Doping Agency's Prohibited List currently in force. Alberta Bicycle will respect any sanction imposed on an Individual as a result of a breach of the Canadian Anti-Doping Program or any other applicable anti-doping rules
- 13.1.2. Refrain from associating with any person for the purpose of coaching, training, competition, instruction, administration, management, athletic development, or supervision, who has been found to have committed an anti-doping rule violation and is serving a period of ineligibility imposed pursuant to the Canadian Anti-Doping Program or any other applicable anti-doping rules
- 13.1.3. Cooperate with any Anti-Doping Organization that is conducting an investigation into any anti-doping rule violation(s)
- 13.1.4. Refrain from any offensive conduct toward a doping control official or other individual involved in doping control, whether or not such conduct constitutes Tampering as defined in the Canadian Anti-Doping Program

14. REPORTING PROCEDURES

- 14.1. Anyone may report conduct that is perceived to contravene this Code of Conduct and Ethics, and should do so as soon as possible, in accordance with the reporting procedures set out in the Complaints & Discipline Policy

15. DISCIPLINE

- 15.1. Conduct that violates this Code of Conduct and Ethics is subject to actions identified in other Alberta Bicycle policies and procedures, including but not limited to the By-laws, the Complaints & Discipline Policy, the Anti-Doping Rule Violation Policy, and the Safe Sport Policy.
- 15.2. Discipline can include, but is not limited to:
- a) Verbal or written reprimand from ABA to one of the Parties
 - b) Verbal or written apology from one Party to the other Party
 - c) Service or other voluntary contribution to the ABA
 - d) Expulsion from the ABA
 - e) Removal of certain membership privileges
 - f) Suspension from certain ABA teams, events, and/or activities
 - g) Suspension from all ABA activities for a designated period of time
 - h) Withholding of prize money or awards
 - i) Payment of the cost of repairs for property damage
 - j) Suspension of funding from the ABA or from other sources

16. REVIEW AND APPROVAL