



Bring them
Home

Code of Conduct

Updated March 2024



Search and Rescue Regina Inc.

Code of Conduct

Standard Operating Procedures

Purpose

The Code of Conduct for Search and Rescue Regina applies to all members. The Code of Conduct reflects a commitment to SARR's values and provides a framework to guide ethical conduct in a way that upholds the integrity and reputation of the association. In addition to abiding by SARR and SARSAV Bylaws, members are expected to behave in a way that aligns with this Code of Conduct. This Code of Conduct does not cover every specific scenario.

Therefore, the spirit and intent behind this Code of Conduct must guide conduct. Care and diligence must be exercised in the course of work with the organization. Violations to this code will result in disciplinary action.

As a commitment to transparency and accountability, this Code is available to the public on Search and Rescue Regina's website.

CORE VALUES

1. Members will act with impartiality and integrity.
2. Members will demonstrate respect and accountability.
3. Members will recognize, reward and value each other.
4. Members will share information, responsibility and decision making.

GENERAL PRINCIPLES

Teamwork

- Members shall follow the Incident Command System chain of command while activated on any search.
- Members shall be open to hearing differences of opinion especially from members who may not hold the same world views, or take different approaches to their work and relationships.
- Members shall not make derogatory assumptions, judgments and comments about the character, intention, or competence of other members.
- Members shall not conspire with others against other members.
- Members shall not act independently, without coordinating with team members from SARR, SARSAV or others at sanctioned events and projects.

Competency

- Members shall carry out their duties to the best of their abilities.
- Members shall seek to develop and maintain skills necessary to the performance of their assigned duties.

Confidentiality

- Members shall keep confidential all information they are exposed to, while serving as members, including information concerning any other parties or organizations.
- Members shall not disclose confidential information, unless required to do so by law, or to assist in responding to an emergency.
- While on an active search, members will NOT take pictures that would identify a subject or active search unless requested by the agency having jurisdiction (AHJ).

Authority

- Members who are placed in leadership positions shall exercise their responsibilities consistently and fairly.
- Members shall respect the chain of command and follow reasonable directions given by a person in authority.
- Members shall follow Constitution, Bylaws, Policies and Standard Operating Procedures.

Communication

- Members shall not criticize other parties or other SAR and activated search organizations publicly or between members.
- Members shall not use insulting, harassing, or otherwise offensive language while serving as a member.
- Members shall not represent themselves as agents of the Province of Saskatchewan.
- Members shall not comment to the media or in social media on any operations they were involved in.

Personal Conduct

- Members shall work as part of a team, with personal and team safety always at the forefront.
- Members shall treat others, including other members, families and community with respect and dignity.
- Members shall carry out their duties in an honest and professional manner.
- Members shall conduct themselves in a manner that positively supports SARR's policies and guidelines.
- Members will refrain from making assumptions, decisions and comments about a persons' capabilities based on human rights grounds, including race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability or a conviction for which you have been granted a pardon.
- Members charged with a criminal offense must immediately report the offense the Executive Board.

Conflict of Interest

- Members shall avoid real or perceived conflicts of interest.
 - A member or member's relative being financially involved with a business entity SARR is doing or considering conducting business with.
 - A member or member's relative being involved with or knowledge of a case, evidence search, or other activity SARR is involved with.
 - A member or member's relative owning, possessing, renting, or otherwise having a financial relationship with any property or persons involved in a civil emergency (such as flood, fire, tornado, or similar situation).
 - The member personally knows or is acquainted with the subject of a search or other operation SARR is involved in.
 - Being a member of another Board and utilizing SARR assets and knowledge for another board.
 - Members shall declare involvement in any form of self-employment or private business which competes with programs or services supported by SARR which could be considered a conflict of interest.
 - Members who find themselves in a conflict of interest shall self-declare to the Board of Directors.

For situations involving the business interests of SARR, conflicts of interest shall be disclosed to the SARR Executive and Board of Directors.

For situations involving a SARR response to an incident, conflicts of interest shall be disclosed to the Incident Commander immediately, and to the SARR Executive at the earliest possible opportunity.

General

- Members shall observe all laws.
- Members shall appropriately care for any materials entrusted to them and return all borrowed equipment and supplies.
- Members shall wear clothing and gear that identifies SARR only when involved with SARR, other SAR chapter, or SARSAV sanctioned events, while enroute to those events, and while on active searches.
- Members shall dress appropriately while on duty, while being trained or during an active search.
- Members shall conduct exercises, training and operations in accordance with SARR policies and operating guidelines; when there is no written SARR standard, the standard of care shall be that of the related industry.
- Members shall not wear clothing and gear that identifies SARR in public spaces, especially bars, and liquor or cannabis stores.
- Members shall not use SARR supplies, or equipment for private purposes without permission.

If a member is unclear on any element of the Code of Conduct, the member will seek out clarity from their SARR Board of Directors.

PROCEDURES

Administrative processes have been put into place to help members manage ethical dilemmas, including any real or apparent conflict of interest concerns.

Administration

The President receives and ensures the confidentiality of all disclosures on behalf of the Board of Directors, and ensures that any real or apparent conflict of interest is avoided or effectively managed. As well, the President is responsible for providing advice and managing concerns and complaints concerning potential breaches of the Code, including conflicts of interest within the association. Even though an association may have a delegated process for responding to and managing concerns, the President is responsible for ensuring procedural fairness.

Disclosure

Reporting a Potential Breach by Another

Members are required to report a potential breach of this Code of Conduct by another to a member of the Board of Directors. When reporting a potential breach in good faith and with reasonable grounds, members are protected from retaliation for such reporting.

Responding to Potential Breach

Once a potential breach has been reported, SARR's procedures for responding to and managing a potential breach will be promptly initiated. This includes the Board of Directors reviewing the circumstance and details of the potential breach, initially determining the validity and where warranted notifying the alleged member. Once an initial investigation for validity has been completed the alleged member has the right to complete information and the right to respond fully to the potential breach.

The identity of the reporter will not be disclosed unless required by law or in a legal proceeding. The executive committee decides and completes a report in a timely manner. The decision may range from finding no breach to one that reveals suspected criminal conduct which will be reported to the appropriate authorities.

Consequences of a Breach of Code of Conduct

Members who do not comply with the values and general principles identified in this Code of Conduct, may be subject to disciplinary actions as defined in the SARR bylaws up to and including removal of the member from SARR and, in some cases, possible legal proceedings.

Review of a Decision

If SARR Board of Directors has made the decision that a member has breached the association's Code of Conduct and a member has further information that was not available at the time of the original submission, a member can request in writing for the SARR Board of directors to review the decision.

If suspension of a member is involved, and the member wishes to appeal the decision, they may issue a formal appeal to the SARSAV Board of Directors for arbitration of the matter.

Author	Description	Date (YYYY/MM/DD)
E. Keranen and L. Yates	Created	2022/12/15
T. Gebhardt, S. Lambert, L. Yates, A. Crooks	Review and update	2024/01/02
	Board of Directors Approved	2024/02/11