

Code of Conduct

Houston Archeological Society

Purpose:

To help insure participant satisfaction and safety, whether participating in HAS meetings, programs or field and/or laboratory activities, the HAS requests members, students and volunteers to follow a common set of rules for courteous behavior. All participants must sign the hold harmless (release) and waiver of liability forms provided by the HAS. For Laboratory work days, members must have a signed waiver on file with the Laboratory Director or sign the waiver prior to participating in laboratory activities. Students and volunteers must sign a waiver prior to participating in laboratory activities. Members, students and volunteers may request a copy of the signed waiver at any time. Upon signing the waiver, participants acknowledge they have read and agreed with the Code of conduct and Principle Code of Ethics; and acknowledge the consequences should they not participate in compliance.

Code of Conduct:

Participants are asked to observe the following:

- Respect the rights and privileges of all persons at all times.
- Comply with requests from Board of Directors and program facilitators and/or instructors.
- Comply with any rules of the program, event or activity and rules of the venue (facility) where the program, event or activity is being held.
- Refrain from conduct that disrupts or obstructs any program, event or activity. This includes rudeness to others and argumentative behavior.
- Refrain from any lewd, obscene or indecent conduct or expression, whether in person, hardcopy or electronic form, including profanity, harassment, discrimination, threats or offensive remarks.
- Refrain from any action which in the judgment of any Board Member, program facilitator or field instructor constitutes an attempt to inflict, or the actual infliction of, or injury to other participants or members, students and volunteers.
- Refrain from destruction or damage to program, event or activity venue.
- Children not participating in the scheduled program, event or activity, must be accompanied by a non-participating adult.
- Possession or use of illegal drugs, alcohol or a weapon is not allowed.
- Smoking is not permitted at any indoor facility.

Enforcement:

The above Code of Conduct will be enforced by the Board Members, program facilitators and/or field instructors whose authority shall prevail in all cases. The following corrective actions will be in effect for first time offenders:

- Violations of the Code for first time offenders that do not constitute an immediate and apparent threat to the well being or safety of others or their property will result in one or more of the following actions:
 - ✓ A verbal warning
 - ✓ A suspension of the right to participate in a HAS activity for a period of time.
 - ✓ A suspension of the right to participate in any HAS activity for a one month

- Violations of the Code for repeat or habitual offenders that are deemed to constitute an immediate or implied threat to the well being and/or safety of others or their property will result in all or some of the following actions including, but not limited to:
 - ✓ A suspension of the right to participate in any HAS activity for six months
 - ✓ A permanent suspension of the right to participate in any HAS activity and revocation of membership.
 - ✓ Immediate removal from an ongoing HAS sponsored activity or participation in an associated activity whereby the offender is participating on behalf of the HAS.

The circumstances and severity of the incident as determined by the Board of Directors will determine the length and type of said disciplinary action.

Please help insure an enjoyable, safe and healthy environment for everyone.

For questions or comments pertaining to the HAS Code of Conduct, please contact the HAS President at president@txhas.org.

The HAS Principle Code of Conduct is currently under review by the Board of Directors for approval. The Code of Conduct contained herein, is the collective work, either in whole or in part, of the Houston Parks and Recreation and the Texas Parks and Wildlife Departments.

