



101 HOLIDAY INN DRIVE
PO BOX 29045
CAMBRIDGE, ONTARIO
N3C 0A0 866.723.9082

CODE OF ETHICS POLICY INTRODUCTION

The ethical climate of an organisation is an essential element in establishing its credibility and furthering its mission. An organisational culture that takes ethical considerations into account at every point cannot be produced simply by having the Board lay down a code; ethical principles must arise from consultation with and responsiveness to the organisation’s members, clients, employees, volunteers, and stakeholders.

PURPOSE

This policy is designed to provide guidelines for procedures that will allow The Canadian Support Workers Association to evolve a consensus on the ethical principles that should guide its conduct.

POLICY

The Canadian Support Workers Association commits itself to operating in accordance with an ethical code drawn up through agreed procedures following consultation with members, clients, employees, volunteers, and stakeholders.

AUTHORISATION

Miranda Ferrier

.....
Miranda Ferrier, CEO
Canadian Support Workers Association
Ontario Personal Support Workers Association



101 HOLIDAY INN DRIVE
PO BOX 29045
CAMBRIDGE, ONTARIO
N3C 0A0 866.723.9082

RESPONSIBILITIES

It shall be the responsibility of the President to appoint an Ethics Committee headed by a Coordinator and including among its membership the Secretary of the Board.

The Coordinator of the Ethics Committee shall be responsible for carrying out the process of developing a Code of Ethics for the organization.

The CEO shall be responsible for disseminating the eventual Code of Ethics and of ensuring its observance.

PROCEDURES

The Ethics Committee shall organize consultation with members, clients, employees, volunteers, and stakeholders on

- The values that the organization wishes to embody, and
- The specific ethical imperatives that are implied by these values.

The discussions around these issues should be used as a means to raise awareness of the significance of ethical attitudes to the effective operation of the organization.

The Committee shall then

- Review the policies of the organization to ensure that these are not in conflict with the organization's ethical principles, and
- Draw up a draft Code of Ethics for the organization.

It should be noted that the organization's ethical position is represented both by the organization's policies and by its Code of Ethics, and any particular ethical guideline does not necessarily need to be repeated in both. The draft Code of Ethics should then be circulated for discussion and comment to members, clients, employees, volunteers, and stakeholders. Again, the discussion should be used to forward a commitment among all concerned with the organization to the ethical operation of the organization.

The Ethics Committee shall forward a final draft of the Code of Ethics to the Board. The Board may make any alterations it sees fit, and the resulting Code of Ethics shall be presented for the approval of the membership at the next General Meeting.

Policies can be established or altered only by the Board: Procedures may be altered by the CEO



101 HOLIDAY INN DRIVE
PO BOX 29045
CAMBRIDGE, ONTARIO
N3C 0A0 866.723.9082

Once the Code of Ethics has been approved by the General Meeting it shall be implemented by the organization. Procedures should then be instituted to provide sanctions and penalties for breaches of the Code.

AUTHORISATION

Miranda Ferrier

.....
Miranda Ferrier, CEO
Canadian Support Workers Association
Ontario Personal Support Workers Association

Procedures number TBD
Version July 2019
Drafted by Ian DaSilva
Approved by CEO on January 15, 2024
Responsible person Miranda Ferrier
Scheduled review date January 15, 2026

Policies can be established or altered only by the Board: Procedures may be altered by the CEO