



Bragg Creek & Area Chamber of Commerce
P.O. Box 216
Bragg Creek, AB, T0L 0K0
(403) 949-0004
www.visitbraggcreek.com

Bragg Creek & Area Chamber of Commerce (BCCC)

Code of Conduct Policy

Organizational Loyalty

1. Board members of the Bragg Creek & Area Chamber of Commerce will pursue opportunities and make decisions that are in the best interests of all Bragg Creek & Area Chamber of Commerce members.
2. In addition to board volunteer service, board members may be invited to donate goods/time/services related to their specific areas of expertise. Organizational Loyalty
3. Board members are required to maintain strict confidentiality with regard to all documents, reports and discussions, written and verbal unless authorized by the President of the Board.
4. No Board member shall engage in conduct at any time that would discredit or compromise the integrity of the Board or the members of the BCCC. Board members must avoid inadvertent disclosure of confidential information through casual or public discussion.

Conflict of Interest

1. If opportunities/decisions arise that lean in favour of one or more board members, those members will absent themselves from any discussion and voting related to said opportunities/decisions.

Purchasing/Contracting Services

1. When purchasing services/products, the Board of the BCCC will support (in the following order):
 - a. BCCC members
 - b. BC and area businesses
 - c. Alberta businesses
2. Purchasing/contracting decisions will be made based on a combination of quality, timeliness, price & expertise. When deemed necessary, the Board of Directors may obtain a variety of quotes & references.
3. Membership on the Board of Directors does not provide an advantage when the BCCC contracts/purchases services.
4. The Board of Directors of the BCCC will rely on the expertise of each board member when obtaining quotes/entering into agreements related to services provided to the BCCC.
5. All deliberation and decisions of the Board of the BCCC, including the rationale behind a decision to enter into an agreement with any party, will be documented in the minutes, which are made available to the members of the BCCC and the public.



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Complaints/Conflict Resolution

1. Should a member or members of the BCCC disagree with a decision of the Board of Directors of the BCCC, they may appeal the decision in writing. Three members at large and three board members will attempt to resolve the conflict/dispute.

Approved: September 24, 2014

Amended & Approved: August 17, 2017