



## **LAI CHICAGO REGION CHAPTER MEMBER CODE OF CONDUCT**

### **STATEMENT OF POLICY**

Lambda Alpha International (“LAI”) is a not-for-profit professional organization created for the study and discussion of land economics and supported by a system of local chapters whose members are selected pursuant to established membership criteria. LAI promotes a culture of respect, courtesy, civility, common decency, diversity and inclusion. Membership in LAI is honorary, open and inclusive to all person’s regardless of, and including but not limited to, gender, race, creed, color, religion, sex, sexual orientation, national origin, ancestry, citizenship status, marital status, age, medical condition, or mental or physical disability.

### **CONDUCT OF MEMBERS**

All members of the Chicago Region Chapter of LAI (“Members”) shall act with respect, courtesy, civility, common decency, and inclusiveness towards other Members, any staff of LAI or the Chicago Region Chapter, any vendor and any guest. The Chicago Region Chapter will not tolerate any harassment of, or discrimination against, any Member, staff, or vendor based upon, but not limited to, gender, race, creed, color, religion, sex, sexual orientation, national origin, ancestry, citizenship status, marital status, age, medical condition, or mental or physical disability and such conduct by any Member, staff or vendor is strictly prohibited. Harassment or discrimination includes, but is not limited to, any verbal, physical, visual or graphic conduct, racial epithets, slurs, and offensive remarks or jokes. Sexual harassment can include unwanted sexual advances, leering, making sexual gestures, displaying of sexually suggestive objects or pictures, verbal sexual advances or propositions, verbal abuse of a sexual nature, and unwanted physical contact.

### **COMPLAINT PROCEDURE**

Any Member, staff, vendor or guest who feels they have been harassed or discriminated against, or who witnesses any harassment or discrimination by a member, staff or vendor, is encouraged to promptly proceed as follows:

1. Report the incident verbally or in writing to the President of the Chicago Region Chapter, and/or another member of the Chicago Region Chapter Board of Directors with whom you feel most comfortable sharing the information.
2. If the incident is committed by the President or other member of the Chicago Region Chapter Board of Directors, you may report the incident to any other member of the Chicago Region Chapter Board or Directors and/or to the LAI Board of Directors, as appropriate.

3. All complaints of misconduct received by a member of the Chicago Region Chapter Board of Directors or LAI Board of Directors shall be promptly investigated by a subcommittee to be formed for such purposes. The subcommittee of the Chicago Region Chapter Board of Directors or LAI Board of Directors, as applicable, shall be composed of not less than five (5) nor more than (7) members of the Board of Directors. All investigations shall be conducted by the subcommittee in a fair, impartial, timely and thorough manner that provides all relevant parties with the opportunity to be heard and to present any information he or she believes is relevant or important for consideration.
4. The investigation will be conducted as discreetly as reasonably possible, all persons involved with the investigation will maintain confidentiality of the matter to the greatest extent reasonably possible, subject to the need to conduct a full and fair investigation.
5. Appropriate measures will be taken by the Chicago Region Chapter and/or LAI, as needed, to stop and remedy all reported misconduct during the period of investigation, including but not limited to suspension of the violator's participation in any Chicago Region Chapter or LAI event and/or suspension of membership, employment or engagement until the investigation is concluded and a decision is made.
6. Upon completion of any investigation, a decision shall be made by the subcommittee as to whether a violation of this Code of Conduct has occurred. A decision by the subcommittee shall be made by a majority vote of the members of the subcommittee. If the subcommittee concludes a violation of this Code of Conduct was committed, the subcommittee shall proceed as set forth below to determine the appropriate disciplinary action for Violation of Code of Conduct. All decisions by the subcommittee shall be discreetly communicated to both the accuser and accused upon completion of the investigation.

#### **RETALIATION PROHIBITED**

Retaliation against anyone who makes a report or complaint under this Code of Conduct is strictly prohibited. Any person encountering retaliatory conduct, or who witnesses retaliatory conduct, is encouraged to report such retaliation to the Chicago Region Chapter President, a member of the Chicago Region Chapter Board of Directors or the LAI Board of Directors, as appropriate.

#### **VIOLATION OF CODE OF CONDUCT**

Any Member who is found to violate this Code of Conduct upon completion of an investigation shall be subject to disciplinary action, up to and including permanent termination of the violator's membership in the Chicago Region Chapter and LAI. Any staff or vendor of the Chicago Region Chapter who is found to violate this Code of Conduct upon completion of an investigation shall be subject to disciplinary action, up to and including termination of the violator's employment or engagement. The subcommittee shall discuss the appropriate disciplinary action for a particular violation of this Code of Conduct and such disciplinary action shall be approved by a vote of a majority vote of the members of the Subcommittee.

#### **ACKNOWLEDGMENT**

By signing below, I acknowledge that I have read and understand the Chicago Region Chapter Code of Conduct and that I am responsible for following the Code of Conduct.

Signature:

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Printed Name:

Date:

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Approved and Adopted by the LAI Chicago Region-Chicago Chapter Board of Directors on April 10, 2019.