

## **CREW Network Code of Conduct**

CREW Network is a professional organization dedicated to accelerating the success of women globally. As such, it expects proper decorum, respect, and integrity of all members to abide by a code of conduct. The following Code applies to individuals of all genders, both members and nonmembers, and all persons who volunteer or participate in a CREW Network or a CREW chapter event.

As a gender-based organization, our priority is to ensure women and those who identify as a woman, as well as all individuals, are treated with respect emotionally, mentally, and physically. There is zero tolerance for someone who speaks inappropriately or acts in a manner that is disrespectful or in an unwanted manner, sexual or otherwise.

### **Individuals will abide by the following:**

#### **1. Act professionally in all situations.**

- Maintain a professional level of courtesy, respect, and objectivity in all matters and activities.
- Strive to uphold and assist others in upholding the highest standards of conduct.
- Comply with all state, federal, and local laws applicable to any given situation.
- At events, including socials, programs, and golf outings, all individuals, including participants, leaders, and volunteers will:
  - Speak respectfully and without discrimination or innuendo.
  - Be responsible in the consumption of alcohol and/or other drugs.
- Any individual who behaves in a manner inconsistent with these expectations may be asked to leave and future event participation or volunteer service may be restricted.

#### **2. Respect and honor the purpose of the organization.**

- CREW is a professional organization dedicated to advancing women, and those who identify as women, in commercial real estate. All behavior, language, and activity should serve to advance this purpose.

#### **3. Act in a manner that reflects the values of the organization.**

- An individual's behavior should encourage these values and make people feel welcomed:
  - Inclusivity: A diverse, multi-disciplinary, and welcoming global community.
  - Trust: A credible partner, delivering services with integrity and excellence.
  - Collaboration: Committed to connections through networking.
  - Influence: Respected and recognized for thought leadership.

#### **4. Be accountable for their personal behavior in any situation involving the association.**

- Take personal responsibility for all actions, including action taken while under the influence of alcohol or drugs.

#### **5. Speak respectfully about and to all professionals, women, and men, in the organization.**

- Any language that is harassing, demeaning, or defaming will not be tolerated.
- Defamatory and/or discriminatory language toward any individual, company, or organization will not be tolerated.

#### **6. Refrain from sexual harassment and/or any inappropriate behavior.**

- Any behavior or innuendo that is unwanted or untoward will not be tolerated.

## **7. Governance**

- Faithfully abide by the articles of incorporation, bylaws, and policies of the organization.
- Exercise reasonable care, good faith, and due diligence in governing and managing affairs.
- Fully disclose, at the earliest opportunity, information that may result in a perceived or actual conflict of interest.
- Serve in leadership with impartiality and expect no personal benefits from serving.

## **8. Honor confidentiality.**

- Respect the confidentiality of sensitive information.
- Respect board/leadership decisions and act in a united manner.

## **9. Collaborate and cooperate within the volunteer structure.**

- Respect the diversity of opinions as expressed or acted upon by the organization board, committees, and membership, and formally register dissent as appropriate.
- Promote collaboration, cooperation, and partnership among organization members.

## **10. Forge genuine connections by engaging in personable networking.**

- Refrain from sending unsolicited emails to CREW members
- Building trusted, professional relationships requires genuine connection and personalized communication, which fosters mutual respect and rapport among members.

## **Code of Conduct Violations**

If a person violates the Code of Conduct, the chapter and/or CREW Network has the right to:

- Conduct a formal investigation.
- Restrict further access to events.
- Remove the individual from membership.
- Restrict the individual from future membership in CREW chapters or as at-large member.

By adhering to this Code of Conduct, we contribute to creating a positive and inclusive environment for everyone.

CREW Network reserves the right to modify this Code of Conduct as needed both for CREW Network and all Chapter affiliates.

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