

## CODE OF CONDUCT

### 1. PREAMBLE

- 1.1 The Pietermaritzburg Chamber of Business is a voluntary association incorporated under section 21 of the Companies Act.
- 1.2 Membership of the PCB is not an entitlement and the authority to admit eligible members, and to terminate their membership in terms of the Articles of Association and the PCB's Constitution resides with the Management Board.
- 1.3.1 Members may be companies, sole proprietors or individuals.
- 1.3.2 In the case of a company, any person who is an employee of that company and who is in any way involved in PCB activities or affairs is considered to be representative of the company.
- 1.4. The PCB has many objectives and it is assumed that these are shared by any company or person seeking admission as a member.
- 1.5. It is expected, therefore, that
  - 1.5.1 members of the PCB should conduct themselves in such a way as to aspire to the corporate achievement of these objectives;
  - 1.5.2 the natural spirit of business competition between members should not undermine the collegial spirit which binds the membership of the PCB in a constructive business network.
  - 1.5.3 members will respect and re-inforce by their actions and words the reputation of the PCB as a credible business organisation to which they have chosen to belong.

### 2. MISCONDUCT

- 2.1 The Articles of Association of the PCB enable the Management Board to expel any member who is guilty of misconduct.
- 2.2 Any one of the following shall constitute misconduct:
  - 2.2.1 Failure to pay the subscription due; or
  - 2.2.2 Any act of prejudice or unfair discrimination on the grounds of race, colour, creed, religion, gender or age; or
  - 2.2.3 Any act which wilfully avoids compliance with legislation governing business, taxes, labour, environment, health and safety or any other law or regulation governing the conduct of business; or
  - 2.2.4 Any public act which wilfully discredits the PCB or any of its office-bearers, executive committee members or officials; or
  - 2.2.5 Any defamatory reference which seeks to discredit the PCB or any of its office-bearers, executive members or officials; or
  - 2.2.6 Any wilful act which is in contradiction of the Founding Principles and the Objectives as enunciated in the Articles of Association or the Memorandum of Agreement; or

- 2.2.7 Any conduct which at a PCB function or event, or as a representative of the PCB, causes damage to the PCB's property or which causes a disturbance infringing on the rights of others to their enjoyment or brings the PCB into disrepute; or
- 2.2.8 Any act which wilfully deprives the PCB of its assets or property; or
- 2.2.9 Any conviction for a criminal offence committed while a member of the PCB.

### **3. DISCIPLINARY PROCEDURE**

- 3.1 In the event of the Management Board believing that a member may be guilty of misconduct, it shall call upon the member concerned to show cause why he should not be disciplined in respect thereof.
- 3.2 The member in question shall be given at least fourteen days' written notice of the enquiry and this shall contain a statement of the conduct under investigation.
- 3.3 The member shall be entitled to present his argument against the allegations in person at a meeting of the Management Board, or through a representative of his choice or in writing.
- 3.4 Having heard the member's argument and considered all evidence, the Management Board shall determine a course of action.
- 3.5 The Management Board shall convey its decision in writing to the member, which decision shall be final.
- 3.6 The sanctions which the Management Board may impose include the termination of membership, suspension of membership for a period not exceeding six months during which the member shall be liable for the payment of subscriptions, and written reprimand, which may include a warning. The terms of any suspension will be determined by the Management Board and conveyed in writing to the member.