



POLICY FOR EXECUTIVE BEHAVIOUR AT EVENTS

University of Otago Pacific Islands Students' Association

Ratified: June 2023



POLICY OVERVIEW

The University of Otago Pacific Island Students' Association (UOPISA) is committed to provide a safe environment for events. This policy outlines the expected standards of behaviour required for executive members, staff and affiliated association members. Poor behaviour, as defined in this policy, whilst attending a UOPISA-hosted event will not be tolerated. A breach of the Policy compromises the reputation and integrity of UOPISA and may result in a warning or disciplinary action. This Policy is important because it explicitly states the expected behaviour at events, so as not to create a grey area where subpar behaviour is allowed to persist in formal environments.

1. DEFINITIONS

1.1. A 'UOPISA-hosted event':

1.1.1. Means a function or event organised and held by the organisation (for example, Leadership Weekend or Pacific Awards Night) or an event a UOPISA executive member is attending with the purpose of representing UOPISA, and;

1.1.2. Is beneficial for students and usually requires a professional manner due to the likely attendance of outside stakeholders. These events may increase executive morale as well as strengthening relationships with other stakeholders, affiliated associations and staff of the University.

1.2. 'Affiliated members/associations' are:

1.2.1. Students enrolled at the University of Otago and hold elected executive positions within a member associations, or;

1.2.2. Formal student groups or non-formal entities who have affiliated with UOPISA, of which is ratified in their Constitution or equivalent governing document, and;

1.2.3. Able to be admitted by the Executive to 'affiliated status' in exceptional circumstances, if they do not meet the criteria above. These include other clubs, societies or associations of other tertiary institutions in Dunedin. Affiliation does not necessarily confer any of the rights or privileges of membership.

1.3. 'Vā' is:

1.3.1. The relational or sacred space between two individuals, and;



- 1.3.2. Is also interpreted as the relationship between groups of people or communities, such as the relationship between UOPISA and other community groups.
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2. UOPISA EXECUTIVE MEMBER RESPONSIBILITIES

- 2.1. When hosting or attending an event, UOPISA executive members should:
- 2.1.1. Establish a safe environment for all people attending the event, and;
 - 2.1.2. Always show respect towards each other and people attending the event. This includes, and is not limited to, people of all ethnicities, genders, sexual orientations, religions, ages, beliefs and background, and;
 - 2.1.3. Be aware that failure to take responsible steps to prevent harassment, bullying or injury at a UOPISA event may affect attending students, staff and/or sponsors, and;
 - 2.1.4. Be actively aware of potential risks arising from an event, including ethical, financial and legal ramifications. These can have negative impacts on reputation and break down relationships of UOPISA.
- 2.2. To limit these risks, UOPISA executive members should:
- 2.2.1. Not become overly intoxicated at events, and;
 - 2.2.2. Be role models of the behaviour expected by the Policy including, where appropriate, giving reminders to students, staff or other attendees of appropriate behaviour, and;
 - 2.2.3. Create clear boundaries and guidelines for the event and communicate these well in advance of the event, and;
 - 2.2.4. Not supply alcohol to students or guests who are under the legal age or who are visibly intoxicated, and;
 - 2.2.5. Be able to offer supervision if inappropriate behaviour is presenting, given it does not put their own health, or the health of others, at risk, and;
 - 2.2.6. Be aware of other cultures' norms, including how this may affect the way in which poor behaviour is displayed and is dealt with.
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3. AFFILIATED EXECUTIVE MEMBER RESPONSIBILITIES

- 3.1. Members attending UOPISA-hosted events are expected to:



- 3.1.1. Help create a safe atmosphere for peers at an event, and;
 - 3.1.2. Always show respect towards the person they are interacting with. This includes, and is not limited to, people of all ethnicities, genders, sexual orientations, religions, ages, beliefs and background, and;
 - 3.1.3. Respect the guidelines and regulations of the event. For example, if no alcohol is permitted within the premises, it is expected that members will abide by these regulations.
- 3.2. Members are expected to not:
- 3.2.1. Insult or threaten others, including sharing inappropriate jokes, and;
 - 3.2.2. Become overly intoxicated at events, and;
 - 3.2.3. Use obscene language, and;
 - 3.2.4. Encourage or pressure peers into alcohol or actions that may harm the reputation of the person, association/s or sponsor/s.

Any changes to this Policy will be discussed internally with input and advice from the UOPISA Standing Committee, composed of representatives from our affiliated member associations. If you have any questions or concerns regarding this document, please contact the Secretary-elect at secretary.uopisa@gmail.com and your inquiry will be dealt with in confidence.