

## ANNEX E – NATL CJCR SP GP STAFF CADET / CADET / JCR CODE OF CONDUCT

Rank	Last Name	First Name	Home Unit

1. The National Cadet and Junior Canadian Rangers Support Group (Natl CJCR Sp Gp) is committed to providing a safe, respectful, and supportive environment where employees such as Cadet Instructor Cadre officers (CIC officers) or volunteers, adults, cadets and Junior Canadian Rangers (JCRs) can develop to their maximum potential. While every cadet or JCR is valued and unique, we come together as an organization in the best interests of the ones we support. The safety, respect, rights, and well-being of the cadets/JCRs we support are at the core of our daily operations. We facilitate supportive relationships with cadets/JCRs within appropriate boundaries. For these reasons, the Natl CJCR Sp Gp has developed the following Code of Conduct for all cadets/JCRs, including staff cadets. Please note that the expectations detailed below are in effect at all times (e.g., corps/squadron training, regionally directed activities, nationally directed activities and cadet training centre, community level training for JCR Patrols, Enhanced Training Sessions, etc.).

2. As a cadet/JCR in the Canadian Cadet Organizations (CCO), I understand that I must adhere to the cadet/JCR Code of Conduct. I acknowledge that I will:

- a. familiarize myself with and abide by all orders, regulations and directions in relation to my role and responsibilities as a cadet/JCR (specified in the Positive Social Relations for Youth lessons for cadets, and the Preventing Harassment and Abuse through Successful Education for JCRs);
- b. upon seeing any wrongdoing and/or inappropriate actions, stop the interaction (when/where safely able to so) and report the incident immediately to my supervisor;
- c. report any suspicion or knowledge of abuse of a cadet/JCR to my supervisor;
- d. ensure that safety is incorporated in all aspects of my role and responsibilities as a cadet/JCR and ensure the safety and well-being of others;
- e. strive to set a good example of dress, deportment and conduct;
- f. show respect to my subordinates, peers and superiors;
- g. be honest in my actions and communications with others. I will not lie, cheat or make a false declaration;
- h. use a calm, firm and reasonable tone of voice when giving instruction or addressing deficiencies with subordinates, avoiding yelling or swearing;
- i. not use profanity, vulgarity, or harassing language;
- j. take care of and be responsible for all clothing, materials and equipment that is loaned to me and intervene or report others who are not doing the same;
- k. respect the environment and my surroundings;

- l. not steal, and I will respect the personal property and privacy of others;
- m. not abuse my authority or inflict any physical or emotional abuse, which includes, but is not limited to, striking, humiliating, ridiculing, or making degrading comments;
- n. request the presence of an adult staff member<sup>1</sup> when a circumstance is beyond my authority or ability;
- o. not make any negative or offensive comments, gestures or displays regarding any person's race, national or ethnic origin, colour, religion, age, sex, marital status, family status, disability, sexual orientation, gender identity or expression, or physical characteristics. This includes comments made verbally or in writing, as well as electronic communications and social media;
- p. not exhibit conduct (through oral or written comments, electronic communications, gestures, displays or physical contact) that is of a sexual nature or has sexual connotations;
- q. in order to respect others, maintain appropriate physical boundaries at all times, and I will not touch cadets without their permission except when absolutely necessary in an emergency situation;
- r. not engage in fighting, shouting, bullying, or cyberbullying (email, instant messaging, chatting, social networking, sharing inappropriate photos, inappropriate comments on social media, etc.);
- s. ensure that use of social media sites, even on personal time, does not reflect negatively on the CCO and/or the CAF and that online communications (email, instant messaging, chatting, social networking, social media, etc.) will follow the principles of respect, responsibility and consideration of others;
- t. not disclose any personal information related to any other person by any means, which includes verbally or in writing as well as via electronic communications (email, instant messaging, chatting, social networking, social media, etc.); except when it could affect the health and well-being of the person or the corps/squadron;
- u. not purchase, possess or consume alcohol at any time;
- v. not use, distribute or possess illegal drugs or non-prescription drugs that would alter my behaviour. I will also not share my personal prescription drugs with anyone else;
- w. not use, purchase, have in my possession or sell tobacco, cannabis products or e-cigarettes products;
- x. not have knives, guns, or weapons in my possession other than those issued when authorized for approved training activities or required in the performance of my duties;

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<sup>1</sup> In the context of this code of conduct, the term "adult staff member" is inclusive all adult personnel involved with Cadets/JCRs, whether they are paid or not.

- y. stay out of the opposite gender’s quarters unless specifically authorized for duty purposes;
- z. not engage in intimate relationships, romantic or sexual conversations with adult staff members<sup>2</sup>;
- aa. maintain appropriate boundaries of behaviour during cadet activities regarding romantic relationships with other cadets; and
- bb. not have pornographic materials in my possession.

3. I acknowledge that any failure to comply with this Code of Conduct may result in corrective action and may lead to disciplinary measure. This may include but not limited to termination of membership in the CCO, administrative action, or legal action, and may include involvement of the military or civilian police.

4. I am aware that I may speak with a NCM/CI/Officer/CR/volunteer at any time should I require any clarification on this Code of Conduct or should I need assistance in responding to any situation.

5. I have read the above and by signing below I am agreeing to adhere to this Code of Conduct.<sup>3</sup>

\_\_\_\_\_ Date \_\_\_\_\_ Cadet/JCR Signature (Print Name and Sign)

I Acknowledge the above

\_\_\_\_\_ Date \_\_\_\_\_ Cadet/JCR’s parent/guardian Signature (Print Name and Sign)

\_\_\_\_\_ Date \_\_\_\_\_ Supervisor Signature (Print Name & Sign)

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<sup>2</sup> In the context of this code of conduct, the term “adult staff member” is inclusive all adult personnel involved with Cadets/JCRs, whether they are paid or not.

<sup>3</sup> Will be reviewed and signed every year, and registered in Fortress (cadets) and held on records (JCRs).