# EWB-USA Member Code of Conduct

## Introduction and Purpose

The purpose of this Code of Conduct is to define the conduct that EWB-USA expects from all members as they carry out the mission of EWB-USA. All members of EWB-USA shall agree to abide by and strive to uphold this code whenever working on EWB-USA projects or activities, or when volunteering for or serving as a representative of the organization or its chapters. Acting out of compliance with this code could be detrimental to the mission and vision of EWB-USA as a whole and could also be detrimental to the member(s) involved. It is essential that EWB-USA members follow and demonstrate the highest standards of personal integrity and service.

## Background

*Our Vision – Our vision is a world in which the communities we serve have the capacity to sustainably meet their basic human needs, and that our members have enriched global perspectives through the innovative professional educational opportunities that the EWB-USA program provides.*

*Our MISSION -- EWB-USA supports community-driven development programs worldwide by collaborating with local partners to design and implement sustainable engineering projects, while creating transformative experiences and responsible leaders.*

At its core, EWB-USA is rooted in practical and sustainable engineering solutions for developing communities. In order to be successful, EWB-USA members must consider a wide range of inputs from the socio-cultural dimensions of the community to local project ownership to other requirements for long-term project sustainability. EWB-USA programs are not only full partnerships with a host community and one or more local non-governmental organizations (NGOs) but also partnerships with the local community members, educational institutions, and donor communities. It is these partnerships which form the basis of a long-term relationship which benefits the local community in terms of their basic infrastructure needs but also ensures the long-term sustainability of the EWB-USA organization itself.

In line with this mission, EWB-USA has formulated this Member Code of Conduct to guide its members as they help to carry out that mission.

## Member Code of Conduct

EWB-USA members shall always be mindful of the environment in which they work, the people with whom they work, and the work that they do. Whether the member is working with a community, a chapter, or a donor, their actions reflect upon EWB-USA and its reputation. EWB-USA expects that all

members shall be treated as dignified human beings and afforded a high level of respect. In return, members shall treat everyone with whom they interact with the same level of respect.

Accordingly, EWB-USA and its members pledge the following:

- We have a responsibility to treat all persons equally, with dignity and respect, including:
    - In every aspect of work for EWB-USA, members shall not discriminate based on race, color, gender, language, religion, political views, nationality, ethnicity, sexual preference or status.
    - Members shall treat our team members and team leaders with respect and courtesy.

- We have a responsibility and commitment to our communities that we will actively protect their public health, safety, and welfare, including:
    - Members will act in an honest and transparent manner.
    - Members will include community members in all aspects of project development and implementation.
    - Members will provide the best possible and most appropriate technical expertise.
    - Members will never make promises that cannot be kept or are not in line with the mission and vision on EWB-USA.
    - Members shall respect the fact that the community is the initiator, owner, and final determinant on its projects.

- We have a responsibility toward EWB-USA to act in the best interest of the entire organization, its members, communities and supporters, including:
    - Members will conduct EWB-USA projects, travel and cultural interactions with respect and thoughtfulness.
    - Members will act as an ambassador for EWB-USA, its mission and vision.
    - Members will positively represent the EWB-USA brand when conducting any type of EWB-USA work including meetings, events, presentations, project travel, media interviews, writing, etc.

- We have a responsibility to fight against corruption.
    - Corruption, as defined for this code, is the misuse of entrusted power for private gain.
    - Members will never pay bribes or provide any direct benefit or gift to individuals to assist in the execution of project work.
    - Members will never accept bribes or gifts in exchange for favoring a course or action, decision, or allocation of resources to an individual or group. Gifts may only be accepted in the course of work if they are approved by EWB-USA and accepted on behalf of the organization as a whole.
    - Members will not use EWB-USA property, facilities, services or financial resources for private purposes except when permission is duly given.

- We have a responsibility to avoid conflicts of interest

- Members shall fully disclose conflicts of interest to the appropriate party, whether they are potential or real.
- If a member realizes a potential conflict of interest exists, the member will refrain from engaging in any activity that can influence the project until the issues are resolved by fully disclosing the matter and seeking consent to resume the member's responsibilities from the appropriate party.

- We have a responsibility to conduct ourselves appropriately.
  - Members will respect the culture and customs of the host community.
  - Members will respect and follow all the laws of the countries in which they work. This will include, but not be limited to following proper visa procedures (obtaining a volunteer visa if required).
  - Members will conduct themselves in a professional manner when working on projects in communities.
  - Sexual harassment subverts the mission of EWB-USA and offends the integrity of the organization. It is reprehensible and is not tolerated by EWB-USA. "Sexual harassment" means unwelcome sexual advances, unwelcome requests for sexual favors, or other unwelcome behavior of a sexual nature. This includes interactions with other EWB-USA members, sponsors, volunteers, or staff, as well as those with host-country members. Members shall not engage in behaviors that could be construed as sexual harassment towards other EWB-USA members, community members or any other individual involved with the project or program.

- We have a responsibility to uphold our commitments to our donors and sponsors.
  - Members will abide by all requirements and restrictions placed on a donation for specific projects by the donors. Project teams shall be able to demonstrate that all conditions of the donation have been met and that the funds were spent accordingly.
  - Members will ensure that project teams cooperate in a transparent and upfront manner with all donors.

By following this code of conduct, members are ensuring that their own personal integrity, and that of EWB-USA, is maintained and strengthened as they carry out their mission, supporting community-driven sustainable engineering projects, while creating transformative experiences and responsible leaders.

## Compliance

Members shall report any observed breaches of the code to mentors, advisors, the national office, or the Executive Director. If a member is found to have acted in violation of this code, the EWB-USA national office will take appropriate enforcement measures against the member, depending on the severity of the action, up to and including revocation of membership. EWB-USA will work to ensure due process and protection of the whistleblower and the accused before, during and after any investigation.