
CODE OF CONDUCT

PREAMBLE

As the officially recognized overseas arm of the Democratic Party of the United States, the Democratic Party Committee Abroad (“DPCA” or “Democrats Abroad”) believes that continued public trust in our leadership is essential. The advancement of this goal depends on the good will and responsible behavior of our elected and appointed officials. As leaders, models, and representatives of the organization, all members are expected to treat each other with respect and understanding and conduct themselves in a manner that positively reflects the interests and ideals of the Democratic Party, as well as the public image, reputation, and credibility of Democrats Abroad. Rules of conduct for leaders of Democrats Abroad can help maintain that public trust and it is the intent of this Code of Conduct to provide such guidelines to the leadership of Democrats Abroad and its recognized country committees.

This Code of Conduct applies equally to all elected and appointed officers and representatives of the Democratic Party Committee Abroad, including but not limited to the DPCA Executive Committee, DPCA Members (Country Committee Chairs, Vice Chairs, Voting Representatives, and Non-Voting Representatives), and to both appointed and elected global caucus and committee leaders, nomination and election committee members, etc. and its recognized member country committees (hereinafter “DA Officials”). DA Officials shall at all times conduct themselves in a professional manner and adhere to the following general principles:

1. General

- i) support and advance the interests and ideals of the Democratic Party and of Democrats Abroad, as stated in the Charter of the Democratic Party (currently Article 9, Section 17, the “Democratic Party Credo” attached hereto) and the Bylaws, Policies and Standing Resolutions of Democrats Abroad;
- ii) regularly attend DPCA, Regional, Country Committee, and Chapter meetings and committee assignments. During meetings, DA Officials should adhere to the agenda;
- iii) during campaigns for elections to DPCA, country committee, or chapter offices, DA Officials shall campaign with civility, honesty and decency, and encourage all candidates running for office to do the same;
- iv) DA Officials should use their best efforts to ensure that their activities are in compliance with applicable laws and regulations, with particular regard to Federal Election Commission (the “FEC”) rules and campaign finance laws, and should consult with their country committee’s legal counsel or the DPCA’s legal counsel for this purpose.

2. Communications/Public Relations

- i) when communicating to the press, DA Officials should not presume to speak on behalf of Democrats Abroad or the Democratic Party and should always make it clear to their audience that their statements do not necessarily represent the official positions of the Democratic Party, Democrats Abroad or the United States government at any level. DA Officials who deal with the press should regularly consult with the DPCA’s International Press Secretary or Executive Director for current information on the official positions of the Democratic Party and of Democrats Abroad. Questions or topics falling outside DA-framed positions should be described as personal opinions and openly described as not those of DA or the Democratic Party;

- ii) in their capacity as officials of Democrats Abroad, DA Officials shall not endorse, nor allow their names or the name of Democrats Abroad to be used to endorse, any non-US political party or candidate;
- iii) in their capacity as elected officials of Democrats Abroad, DA Officials shall not publicly comment on or actively participate in issues involving host country local politics or on the relations between such host countries and the United States;
- iv) as private individuals, DA Officials may take part in organizations and political parties of their choice, but must always take care to separate their personal views from their official positions in Democrats Abroad when communicating on matters not involving official Democrats Abroad business. To this end, DA Officials shall not use Democrats Abroad identification, stationery, membership lists or email facilities for personal, professional, commercial or political matters unrelated to the business of Democrats Abroad.

3. Privacy of Membership Data

When handling the personal information about members of Democrats Abroad, DA Officials should:

- i) respect the privacy rights of members to their personal information and only collect, use, and retain such personal information necessary for the business of Democrats Abroad;
- ii) provide adequate safeguards to prevent the abuse or misuse of the personal information of the members of Democrats Abroad. Examples of misuse include disclosure of information in return for monetary rewards, or use of information for personal professional, or commercial interests. Use or disclosure of personal data without the consent of the interested party may result in liabilities for breach of the Privacy Policy of Democrats Abroad and applicable Data Protection Laws.

4. Conflict of Interest

During their tenure in office, DA Officials:

- i) shall not use their position for purposes which are, or give the appearance of being, primarily motivated by a desire for private gain for themselves or others, such as family, business or other ties;
- ii) shall declare a conflict of interest if closely related to or have beneficial interest in any company which is being considered for selection as a supplier of goods or services to Democrats Abroad and recuse themselves from any related deliberations or decisions;
- iii) shall not lobby any legislative body, department or agency of the US government on behalf of a foreign government, foreign public authority or foreign political party, since such activities may be in violation of applicable Federal laws;
- iv) shall not hold or seek any appointed or elective public office with decision-making authority with any non-US government or political party;
- v) shall not hold or seek any appointive or elective office with any other US political party or campaign organization for candidates in federal elections, since such activities may be in violation of applicable FEC rules and campaign finance laws.

5. An Environment Free of Harassment

The DPCA is committed to ensuring that all individuals contracted or employed by the DPCA, volunteers, and those attending DPCA events are treated with dignity and respect, and that they in turn treat others in the same way at meetings, events and in the course of volunteering for the DPCA. This Section 5, in addition to applying to all DPCA Officials, applies to attendees to global events such the Annual Global Meeting, DNC Delegation, Door Knocks, etc.

The DPCA is committed to ensuring that volunteers and attendees are able to meet and work in an environment which is free from any form of harassment and bullying.

The DPCA recognizes the right of all DA members to volunteer in an environment free of harassment and to attend events free of harassment.

The DPCA will consider behavior to be harassment when such conduct has the purpose or effect of unreasonably creating an intimidating, hostile, or offensive environment for DA members or volunteers, or interfering with a volunteer's performance. Harassment can include behavior or communications (verbal or non-verbal) and can include statements or actions that are offensive or objectionable to the recipient, cause the recipient humiliation, or interfere with the recipient's ability to participate in an event or activity. Sexual harassment occurs where the perpetrator engages in unwanted conduct of a sexual nature and that conduct has the purpose or effect referred to above.

Sexual harassment also occurs when a person engages in unwanted conduct of a sexual nature that has the purpose or effect referred to above and the recipient either rejects or submits to it and, because of that rejection or submission, that person treats the recipient less favorably as a result.

Conduct of a sexual nature can become sexual harassment if it continues once it has been made clear that it is regarded by the recipient as offensive or unwanted, although a single incident will amount to harassment if it is sufficiently serious. The clearly unwanted nature of the behavior distinguishes harassment from friendly behavior that is welcome and mutual.

6. Duties and Misconduct Regarding Sexual Harassment

DPCA Officials have a duty to establish and strive to maintain an environment free of sexual harassment. Failure in this duty constitutes, in grave cases, unacceptable conduct that seriously harms the interests of the DPCA. Such a failure is grounds for disciplinary action under the DPCA Charter (see Section 5.8). Such misconduct includes the following behaviors at any event, activity, or level of organization associated with Democrats Abroad:

- behavior constituting sexual harassment as described above,
- willful failure of the responsible officer to investigate allegations of sexual harassment at any level of participation in Democrats Abroad,
- retaliation of any kind to allegations of sexual harassment, regardless of the results of their investigation, and
- willfully breaching the confidentiality of an investigation into allegations of sexual harassment.

This policy applies only to sexual harassment as described in the section above and not to other potentially unwelcome conduct. A person who feels that his or her safety is at risk due to harassment or for any other reason is encouraged to take other appropriate steps to ensure his or her own safety, in addition to reporting the conduct to a responsible leader of the DPCA. The DPCA assumes no liability or responsibility for the actions of any member or event attendee. The DPCA reserves the right to refer any breach of this code of conduct which breaks criminal law in whatever jurisdiction to law enforcement as well as dealing with it under this code of conduct.

Further guidelines for securing an environment free of harassment and the proper handling of allegations of sexual harassment shall be regularly updated and communicated by the Executive Committee of the DPCA under the title "Guidelines and Procedures for Handling Sexual Harassment".

EXECUTIVE COMMITTEE
DEMOCRATIC PARTY COMMITTEE ABROAD

[Adopted September 1, 2009]
[Amended on December 28, 2017]

Attachment 1

CHARTER OF THE DEMOCRATIC PARTY OF THE UNITED STATES**Article 9, Section 17****Democratic Party Credo**

We Democrats are the oldest political party in America and the youngest in spirit. We will remain so, because we enjoy the challenge of government. Time and again, for almost two centuries, the Democratic Party has made government work -- to build and defend a nation, to encourage commerce, to educate our children, to promote equal opportunity, to advance science and industry, to support the arts and humanities, to restore the land, to develop and conserve our human and natural resources, to preserve and enhance our built environment, to relieve poverty, to explore space. We have reached difficult and vital goals.

We recognize that the capacity of government is limited but we regard democratic government as a force for good and a source of hope.

At the heart of our party lies a fundamental conviction that Americans must not only be free, but they must live in a fair society.

We believe it is the responsibility of government to help us achieve this fair society.

- a society where the elderly and the disabled can lead lives of dignity and where Social Security remains an unshakable commitment;
- a society where all people can find jobs in a growing full-employment economy;
- a society where all workers are guaranteed without question the legal right to join unions of their own choosing and to bargain collectively for decent wages and conditions of employment;
- a society where taxes are clearly based on ability to pay;
- a society where the equal rights of women are guaranteed in the Constitution;
- a society where the civil rights of minorities are fully secured and where no one is denied the opportunity for a better life;
- a society where both public and private discrimination based upon race, sex, age, color, creed, national origin, religion, ethnic identity, sexual orientation, economic status, philosophical persuasion or physical disability are condemned and where our government moves aggressively to end such discrimination through lawful means;
- a society where we recognize that the strengthening of the family and the protection of children are essential to the health of the nation;
- a society where a sound education, proper nutrition, quality medical care, affordable housing, safe streets and a healthy environment are possible for every citizen;
- a society where the livelihoods of our family farmers are as stable as the values they instill in the American character;
- a society where a strong national defense is a common effort, where promoting human rights is a basic value of our foreign policy, and where we ensure that future by ending the nuclear arms race.

This is our purpose and our promise.