



North Dakota Officer Code of Conduct

All dates and information is subject to change due to the possibility of a virtual conference.

CODE OF CONDUCT

Must be submitted with candidate exam with all appropriate signatures.

North Dakota DECA State Officer Action Team

As the elected representatives of the student members of DECA's High School Division, North Dakota officers assume and accept a high degree of responsibility to conduct in a manner that brings credit to themselves, the organization, and the members.

The ultimate responsibility for DECA's finances remains the sole responsibility of the State Advisor and local advisors. The state officers are prohibited from:

1. Entering into any contractual relationship on behalf of the organization. Contact state advisor for contracts or forms for securing sponsors for DECA.
2. Committing the organization to any policy without specific authorization of the state advisor.
3. Officers are able to secure sponsors for DECA using the official DECA Sponsor Form.

By signing the North Dakota Code of Professional Conduct, individual officers agree to abide by the policies prescribed in the contract and to assume responsibility for their conduct while serving as a state officer. The specific areas of violation are listed to provide guidance to the officer and are not to be considered all-inclusive.

Professional Responsibilities and Standards include but are not limited to:

1. Abide by the rules of the North Dakota High School Activities Association.
2. Abide by the North Dakota Officer Dress Code while representing the association.
3. Complete and submit all reports and assignments on time and correctly formatted.
4. Attend and participate in all called meetings, conferences, and appointments. Comply with all conference rules and regulations including curfews, dress codes, etc.
5. Follow instructions given by the State Advisor or his/her designee.
6. No use of profanity or other vulgar language or inappropriate language or behavior while serving as an officer.
7. No lying, cheating, or stealing.
8. No engagement in any activity that may be perceived as violating the rules of conduct of the function you are attending.
9. Must obtain advance approval from the State Advisor or the State Officer Consultant for all activities where the officer is representing DECA.
10. May not drive to or from any DECA function. This is the responsibility of the local advisor and parents. Local permission may be granted by the state advisor with agreement from local school and parents.
11. May not represent someone else's work as your own.
12. May not engage in any manner of sexual conduct or harassment, or other activities that may discredit the organization (includes written and oral comments and all forms of physical contact). This includes social media.
13. May not discriminate against others.
14. Violate one or more of the Professional Responsibilities to a degree deemed as extreme by the State Advisor.
15. Officers must maintain clean and appropriate social media as they are role models and the image for DECA.

Conduct unbecoming of a North Dakota Association Officer will result in travel and representation restrictions or removal from office. A violation of the Conduct Unbecoming of a State Officer does not necessarily have to be associated with the officer's representation of DECA. Violations will be documented and penalties assessed by the State Advisor or local advisor.

If a North Dakota Association Officer violates the law they will be removed from office. The following are violations that will result in removal from office.

1. No use of tobacco products or e-cigarettes.
2. No consumption or possession of alcoholic beverages.
3. No use of narcotics or illegal drugs.
4. May not violate of LAW, including but not limited to: consuming or possessing alcoholic beverages or other controlled substance, theft, or other felony crimes.
5. No stealing.
6. Speeding, parking, etc. violations are not considered for removal.

The chapter advisor and officer will be notified in writing of any violation when the penalty is assessed.

I _____, a state officer candidate of the high school division of North Dakota DECA, understand and agree to this Code of Professional Conduct.

Signature of candidate

date

Signature of chapter advisor

date

Signature of parent or guardian of candidate

date

Signature of school administrator

date

This form must be signed and included in the officer candidate exam. It is effective when signed. Candidates violating any policy prior to election will be disqualified as a candidate.