

BRITISH COLUMBIA HUMANIST ASSOCIATION

400 – 3381 Cambie Street
Vancouver, BC V5Z 4R3

+1 (604) 265-9298
bchumanist.ca
info@bchumanist.ca



COMMUNICATIONS AND COMPLAINTS POLICY

Adopted March 8, 2016 and amended September 13, 2016

1. The primary point of contact for the BC Humanist Association (*BCHA*) is the Executive Director at exdir@bchumanist.ca, (604) 265-9298 or to the Association's mailing address. General inquiries directed to individual members or members of the Board of Directors should be forwarded to the Executive Director.
2. The BCHA's external statements and positions will be made by the Executive Director in line with the BCHA's charitable purposes, its Declaration of Principles, its Statement of Values and Principles (the Amsterdam Declaration), its policies and positions, its past campaigns or following the lead of other prominent Humanist organizations.
3. All BCHA board members and employees must act in the interests of the organization and are therefore to refrain from criticizing statements made by the BCHA or its staff in public forums or with third parties.
4. BCHA board members or employees with concerns about statements made by the organization should first bring those concerns directly to the Executive Director for a timely response. If the response is deemed inadequate, the issue can be brought to the President of the Board of Directors for a board discussion and, if necessary, a revised position will be decided by a majority vote.
5. Formal complaints about the performance or activities of the Executive Director should be made in writing to the President of the Board of Directors at president@bchumanist.ca. The complaint shall be kept in confidence among the Board of Directors and the Executive Director will be made aware of and given a chance to respond to the complaint. Following the Executive Director's response, the Board will agree its response, including any censure of the Executive Director, by a majority vote at a board meeting. Following that decision, the President will respond to the complainant.