

ALPHARETTA POST 201 AMERICAN LEGION

CODE OF CONDUCT



REVISED

2/18/2014

Alpharetta Post 201 CODE OF CONDUCT

Article 1. INTRODUCTION

This introduction is meant to define the parameters of the Code Of Conduct for American Legion Post 201, so that all members and guests will have an understanding of what is expected of them while at the Post or while attending its' functions.

Section A. JURISDICTION

The American Legion, and more directly, Post 201 in Alpharetta, Georgia is a fraternal organization governed by the Constitution and By-Laws agreed upon by the National Organization and operates for the purposes stated therein. It is, therefore, fitting and proper that the application of the efforts for Post 201 be done in a congenial and respectful manner. All public and private activities conducted either at Post 201 or by its' members and affiliates away from, but in the name of, Post 201 shall thereby fall under the jurisdiction of this Code Of Conduct.

Section B. LEGALITY AND RESPONSIBILITY

Inasmuch as American Legion – Post 201 operates a private club as a means to generate income to help fund our community service programs, it falls upon the governing bodies within Post 201, namely the House and Executive Committees, to maintain and enforce a means by which proper conduct may be ensured. Requiring that proper conduct be observed at all times is both legal and moral responsibility of all members and the directors of Post 201. The foremost purpose and fundamental aim of Post 201 is to be of service to it's' comrades and to the communities in which they live, it is therefore of prime importance that we foster and maintain good relations and an exemplary reputation with those individuals and communities. Just as important, it is our moral and civil obligation to abide by and adhere to the municipal and state statutes which govern the operation of the fund raising projects and activities operated in the name of American Legion Post 201.

Section C. ENFORCEMENT

It is incumbent upon this body to provide for its' members and guests, certain guidelines of behavior, dress and conduct so that the principles set forth in Section A and B above may be effectively observed. The guidelines presented in the following Articles are to be observed by all who participate in the functions of Post 201, by members, their guests and those members of the general public who will attend special functions or events. Failure to do so will result in corrective action as prescribed in this document and enforced by the governing bodies of the Post. It is the responsibility of each and every member of American Legion Post 201, American Legion Auxiliary Unit 201 and S.A.L. Squadron 201 to see that these guidelines are met: both by personal compliance and by reporting infractions to members of the governing bodies or their designees.

Article II. PROPER DRESS

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This article is designed to illustrate in general and specific terms the types of dress which are either acceptable or not acceptable at functions of American Legion Post 201. Generally speaking, any clothing or manner of dress deemed as disruptive, offensive or inappropriate for the occasion may subject the wearer to be denied admission or attendance to that function. Neatness and cleanliness are desirable at all times, but will be strictly required at some functions. Committee authorities are within their rights to deny entrance to anyone whose appearance would diminish our efforts and/or reflect adversely upon our community reputation.

Section A. ALL INDOOR SECTIONS OF POST PROPERTY: i.e. CLUB ROOM, DANCE HALL, OFFICES, ETC.

1. Shirts and shoes are required.
2. Men's shirts require sleeves.

Section B. SPECIAL FUNCTIONS

At any and all special functions the preceding general rules will apply and in addition dress must be considered appropriate for the occasion and must never be deemed offensive.

DISCIPLINARY ACTION ARTICLE II

- 1st Offense: Verbal warning and violator must leave and correct violation, violator may return when violation corrected.
- 2nd Offense: Written warning by House Committee and violator must leave and correct violation, violator may return when violation corrected.
- 3rd Offense: 30 day suspension of Club privileges.

Article III. PROPER BEHAVIOR

Acceptable behavior on the premises of American Legion Post 201 or anywhere else when representing Post 201 can generally be described as that which is socially unacceptable in any public establishment. The following are types of behavior which DO NOT meet socially accepted standards and which will not be tolerated anywhere on Post 201 property.

Section A. REGULATIONS

1. No arguments with manager/officer/bar tender/volunteers/Security while in the performance of their duties.
2. No abusive language, name calling or mistreatment of employees or volunteers while in service to the post.
3. No loud or disruptive arguments.

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4. No excessive profanity of offensive language.
5. No sleeping allowed in club room, ballroom, or any facilities.
6. No loud noise outside the post facilities, all outside activities will terminate by 10:00 pm, or when the Club Room closes, whichever occurs first. If the Club Room is closed, the deck will be closed.

DISCIPLINARY ACTION ARTICLE III-SECTION A

- 1st Offense: Verbal warning, must leave Post properties until the next business day.
- 2nd Offense: Written warning, must leave Post properties and will not return until appearance before House Committee.
- 3rd Offense: 30 day suspension of club privileges.

ARTICLE III

Section B. DESTRUCTION OF POST PROPERTY

1. No intentional/negligent destruction of post property or and equipment or machines on post property.

DISCIPLINARY ACTION ARTICLE III – SECTION B

- 1st Offense: 30 day suspension of privileges and violator must pay for the repair or replacement of the property which was damaged or destroyed.
- 2nd Offense: 90 day suspension and payment to repair / replace damaged property.
- 3rd Offense; Indefinite suspension and payment to repair / replace damaged property.

NOTE: Suspension may not be lifted until payment has been made to repair / replace damaged property.

Section C. FIGHTING

1. Fighting will not be tolerated. Any member or guest involved in a Physical fight will be removed from the premises of Post 201 and will only be allowed to return to the club or social events after having

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received permission to do so by the House Committee after any imposed disciplinary action.

2. If it is determined that an individual, through no fault of his/her own, is physically attacked by another person, and the individual attacked becomes physical with the aggressor by attempting to free his/her own self, but only to the extent of stopping the attack, the defendant shall not be prosecuted with suspension or barring of clubroom activities.

DISCIPLINARY ACTION-ARTICLE III – SECTION C

- 1st Offense: 90 day suspension of club privileges.
- 2nd Offense: Six (6) months suspension of club privileges.
- 3rd Offense: Indefinite suspension of club privileges.

Article III

Section D. INTOXICATION

1. Intoxication, as determined by bar personnel, security officers, House Committee Members, **or Officers** as excessive will not be allowed. In compliance with State and local law that person shall not be served any additional beverage during that period of operation. If that person becomes disruptive or offense he/she will be required to leave the premises immediately upon request and must remain off the premises for the rest of that operational period.

DISCIPLINARY ACTION ARTICLE III - SECTION D

Should a member or guest who is deemed intoxicated and refuses to comply with the preceding rule, he/she would then be subject to the same disciplinary action as is set in Article III – Section A.

Article III

Section E. SMOKING

1. Smoking is not permitted inside any building, rest rooms, or office on the Post premises. Smoking will be allowed in designated areas.

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DISCIPLINARY ACTION ARTICLE III - SECTION E

- 1st Offense: Verbal warning; must put out and refrain from smoking immediately.
- 2nd Offense: Written warning; must leave Post properties and will not return until appearance before House Committee.
- 3rd Offense: 30 day suspension of club privileges.

Article IV. ILLEGAL ACTIVITIES

Section A. DRUG ABUSE & ALCOHOL

1. Absolutely no use, sale or possession of any illegal substances will be tolerated on Post 201 property.
2. Alcohol not purchased from the Club Room is not allowed to be opened or consumed on the Post properties.

Section B. FIREARMS

1. Absolutely no firearms permitted on Post 201 property in accordance with Georgia State Law (**O.C.G.A. 16-11-126, O.C.G.A. 16-11-127, O.C.G.A. 16-11-135.**)
2. **No firearms or weapons of any sort allowed in a building or at any event on Post property.**

Section C. GENERAL

1. Anything as defined as illegal by any local, state or federal law will not be tolerated on Post 201 property.

DISCIPLINARY ACTION ARTICLE IV SECTIONS A & B

- 1st Offense: Any person, member or guest, determined to be in violation of Article IV will be suspended from all post privileges indefinitely. In addition, the said person will be reported to the proper authorities.

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Article V GUESTS

Section A. GUIDELINES

1. Guests may be welcomed at Post 201 and visit the private club when invited and accompanied by a member. For the purpose of this Code of Conduct a guest is defined as any person who does not hold membership to the club whether through membership in the American Legion, the American Legion Auxiliary or the Sons of the American Legion. Any member in good standing may invite guests to the club. Members, however, are responsible for the conduct and actions of their guests and may be subject to disciplinary action as a result of rules infractions committed by their guests.
2. Under 21 – No person under the age of 21 will be permitted while the bar is open, unless a member of the armed forces on ACTIVE DUTY, between the ages of 18 – 20, however they will not be served alcoholic beverages.
3. The following regulations apply to guests in the club room:
 - A. Guests must adhere to the same rules of conduct as do the members.
 - B. Guests must be accompanied by a member and must leave when that member leaves.
 - C. Guests may enjoy the same privileges as the members, including all recreational facilities, club room prices, etc.
 - D. Members may bring a limited number of guests into the club at one time; for example, a date/spouse and perhaps another couple, but it is incumbent on the member to be reasonable as to the number of guests brought in.

Section B. VIOLATIONS BY GUESTS

1. In addition to the normal or regular discipline imposed upon a guest of a member for violation of the Code of Conduct, a suspension of six (6) months may be imposed; during which time that person will not be allowed to enter the club room as the guest of any member.

Article VI VIOLATIONS

Section A

1. Violations of Post Code of Conduct are to be verbally reported immediately to the

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bartender, club manager or to the House Committee chairperson.

2. A written report of the violation is to be forwarded to the House Committee Chairperson or club manager within twenty-four (24) hours.
3. Records dealing with members of the American Legion, American Legion Auxiliary, Sons of the American Legion, associate members and their guests Executive Committee may review a request for return of privileges under Article IV suspension.

Revision History:

	Revision Date	Author	Approved
Original			
Rev 1.0	21-Jan-2014	Bob Byrd	18-Feb-2014 in General Assembly

Bob Byrd

Executive Officer 18-Feb-2014

