

Ottawa Women's Cycling Club (OWCC) Travel Policy

"Organization" refers to: _Ottawa Women's Cycling Club (OWCC)

Purpose

1. The purpose of this Policy is to inform Organization members travelling to events outside of the Province of Ontario of their responsibilities and the expectations of the Organization.

Application of this Policy

2. This policy applies to any Organization members.

Responsibilities

3. Organization members have the following responsibilities:
 - a) Arrive at each event ready to participate
 - b) Represent the Organization to the best of their abilities at all times
 - c) Adhere to the Organization's policies and procedures, particularly the *Code of Conduct and Ethics*