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Coalition for Community Solar Access (CCSA) Member Code of Conduct

This code of conduct governs the environment for CCSA Members, particularly for those working in Committees and Working Groups. We created it not because we anticipate bad behavior, but because we believe that articulating our values and obligations to one another reinforces the already exceptional level of respect among Members and because having a code provides us with clear avenues to correct our environment should it ever stray from that course. As our Membership base grows, we aim to maintain a productive environment where ideas can be shared and debated respectfully, with the end goal in mind to uphold CCSA's Core Principles and expand access to solar for all.

- Every Member's opinion will be thoughtfully considered;
- Members will speak respectfully to each other and CCSA Staff;
- CCSA Staff will manage Committee communications and any disagreements among membership;
- CCSA is a Staff-led organization. CCSA Staff are responsible for development of all CCSA policy positions and strategies;
- Any public representation of CCSA positions by Members should reflect CCSA's established position and clear authorization from CCSA Staff must be given before the position can be disseminated publicly;
- Silence is acquiescence. Members and their respective companies will communicate and be transparent about their policy goals and strategies with CCSA Staff;
- Members will address potential conflicts of interest or diversions from CCSA's strategy with CCSA Staff prior to coordinating with external stakeholders;
- Members will not directly contact consultants engaged through CCSA without CCSA Staff's knowledge and explicit authorization.

Failure to abide by these guidelines will result in an initial warning from CCSA's Executive Director followed by suspension from the Committee for a second infraction.

Any issues with the management of campaigns or Committees should be brought to the relevant Regional Director, Executive Director and/or Operations and Membership Director.

NOTE: CCSA Staff makes every effort to be available for Member requests during normal business hours, however Staff holds the right to refuse a meeting invitation during periods of increased workload. Please understand Staff must manage their time appropriately to accomplish their advocacy goals. Staff may also limit the time for Member calls to 15-minute intervals at their discretion.