



REALTOR® Code and Professionalism Committee Terms of Reference

Current Chair:	
Current Members:	
Current Staff Liaisons:	Paul Feuer & Danielle Paquette

Purpose of the Committee

The REALTOR® Code and Professionalism Committee serves as a strategic advisory body for CREA on matters related to professionalism across the Canadian real estate industry including the implementation, content and application of the high ethical and professional standards set out in the REALTOR® Code which are foundational to a professional, trusted and accountable real estate profession.

The Committee provides guidance on professional standards, ethics, professional development, and emerging issues affecting the industry across the country. Its advice helps inform CREA's work to support high standards of conduct, sound professional judgment, the continued value and reputation of REALTORS®, and the strength and appropriate use of the REALTOR® trademarks.

Responsibilities of the Committee

- Provide strategic advice on CREA's national professionalism framework and related initiatives that strengthen professionalism across the industry.
- Review and recommend amendments to enhance the REALTOR® Code.
- Advise on CREA's REALTOR® Code enforcement process and act as panelists to adjudicate specific CREA REALTOR® Code enforcement complaints.
- Provide strategic advice on professional standards, ethics and initiatives that support ethical decision-making and professional conduct.



- Provide strategic advice and recommendations to protect the strength of the REALTOR® trademarks.
- Advise on resource materials, communications and other supports needed to advance CREA's work on professionalism and fulfil its REALTOR® Code obligations.
- Monitor emerging issues, trends, and risks affecting professional practice and recommend strategic responses.
- Review annual work plans and meeting agendas to ensure alignment with the Committee's strategic focus.

Responsibility for operational delivery and implementation remains with management.

Accountability:

REALTOR® Code Committee is accountable to the CEO.

Committee Membership:

Up to 9 Committee members comprised of REALTOR® members and/or Staff representatives.

Membership Criteria:

Members should bring relevant experience and perspectives related to the Canadian real estate industry and professionalism. This may include experience in professional standards, regulatory or disciplinary matters, ethics, dispute resolution, professional development, consumer protection or REALTOR® Code matters.

Voting:

Business arising at any meeting of this committee shall be decided by a majority of votes. The Committee Chair shall not have a vote except in the case of a tie. No Committee member shall be entitled to vote by proxy.

Quorum:

A quorum shall consist of more than 50% of the voting membership of the committee.

**Resources:**

Resources and support services will be provided through the office of the CEO.

Confidentiality

All committee members must adhere to CREA's confidentiality practices.

Conflict of Interest:

Committee members must comply with CREA's conflict of interest practices including but not limited to with respect to disclosure of any real or perceived conflicts of interest and recusal from meetings and/or meeting decisions where required by the practice.

Committee Assessment:

The committee will conduct an annual self-assessment to evaluate its performance and identify areas for improvement.

Annual Review:

These terms of reference shall be reviewed annually by the committee and amended as necessary with the approval of the Board of Directors (in the case of Board committees) or CEO (in the case of operational committees).