



Community Guidelines

Canadian Association of Voice Actors (CAVA)

CAVA is a diverse community of voice actors and industry professionals coming together from across Canada and around the world. The integrity of our association and its platforms is something we take very seriously. We are committed to operating in a safe, respectful, legal, and inclusive way.

These Community Guidelines outline the kinds of content and behaviour that we encourage—and prohibit—across all CAVA-affiliated platforms, events, and interactions. As a member of the CAVA community, we expect and appreciate your commitment to upholding these standards.

This list is not exhaustive and may evolve. We encourage members to check regularly for updates. If you encounter a violation, please contact us at support@cavavoices.ca.

Fostering an Artistic, Inclusive Community

CAVA is a non-profit, national organization formed by industry professionals who saw the need for a Canadian version of the U.S.-based National Association of Voice Actors (NAVA) - given that we have different laws and needs in Canada. CAVA was established to mimic NAVA's initiatives, with a focus on advocacy. Our goals include seeking legislative change with the government regarding artificial intelligence (AI), with the ultimate goal of achieving ethical and fair usage of our voices and likeness. CAVA also strives to educate its members on various topics that may affect their voiceover businesses. Some examples include AI, VO Scams, how to behave during a live directed session and how to read a contract. We are also here to help our Canadian VO community thrive. We exist because there is a need.

We value freedom of expression, but we also hold firm to our commitment to anti-racism, gender equity, and inclusive practices. While respectful disagreement is welcomed, hate speech, discrimination, and harassment of any kind will not be tolerated.

Our mission is to create safe, vibrant spaces for learning, connection, and growth.

What's Encouraged at CAVA

1. Create and Participate in Learning Sessions

Board members, Advisors, and invited guest speakers are encouraged to share



learning experiences in voiceover genres such as commercial, narration, gaming, dubbing, promo, and more.

2. **Engage in Community Events and Peer-Led Activities**

Members are encouraged to attend events that build community, promote professional growth, and celebrate the diversity of voice actors across Canada and beyond.

3. **Share Inclusive, Respectful Content**

We welcome content that honors diverse cultures, languages, and perspectives. Share authentically and uplift others.

4. **Use Only Content You Own or Have Rights To**

Whether it's a class, coaching session, or social post, ensure you are using original or properly licensed content, and always honor any Non-Disclosure Agreements (NDAs).

5. **Build Supportive Spaces**

CAVA is union-agnostic and non-partisan. While we encourage debate and dialogue, we prohibit the use of our platforms to organize attacks, grievances, or campaigns against individuals or organizations.

6. **Prioritize Safety**

Members, moderators, and participants are expected to ensure that events and sessions are respectful, accessible, and secure.

7. **Follow Ground Rules**

Be professional and thoughtful in your communications. Ground rules are designed to support fairness, clarity, and mutual respect.

What's Not Allowed at CAVA

CAVA prohibits any behaviour that is offensive, harmful, unsafe, illegal, or discriminatory. Below are examples of prohibited conduct:

1. Illegal or Inappropriate Activities

CAVA may not be used to:

- Promote or engage in sexual exploitation, pornography, or escort services
- Encourage gambling, illegal drug use, or the sale of prohibited substances
- Promote deceptive services like credit repair scams or unauthorized MLMs
- Engage in hate speech, harassment, or violence toward any group or individual
- Organize or support terrorism or criminal organizations
- Sell or distribute weapons or ammunition



2. Hateful or Dangerous Content

We do not allow:

- Racism, misogyny, ableism, homophobia, transphobia, ageism, or xenophobia
- Content that incites violence or self-harm
- Organized attacks on individuals or groups within the community

3. Posting Harmful or Fraudulent Content

You may not:

- Impersonate others, especially public figures or CAVA leadership
- Spread false information or defamatory content
- Violate another person's privacy
- Promote misinformation or fraudulent claims
- Use protected intellectual property without permission

4. Collecting Children's Data

If minors under 18 are involved in a session, a parent or guardian must be the one to register. Collecting data from minors without consent is strictly prohibited.

5. Interfering with CAVA's Operations

Do not:

- Tamper with our systems or networks
- Distribute malware or spyware
- Use bots, crawlers, or unauthorized access tools
- Attempt to hack or disrupt CAVA platforms

6. Violating Intellectual Property

You may not:

- Upload, distribute, or claim ownership of material you don't have the rights to
- Remove copyright or trademark notices
- Repurpose or resell any part of CAVA's services or content without permission



7. Invading Privacy

Do not collect or request unnecessary personal data, especially financial or government-issued IDs, unless legally required and with consent.

8. Posting Explicit Content

CAVA is not a platform for pornography, violent imagery, or excessively graphic material. Use discretion and context when addressing sensitive topics.

9. Selling Unrelated Merchandise

Merchandising, sales, or product promotion unrelated to official CAVA programming is not allowed on our platforms.

10. Unprofessional Conduct

Unacceptable behaviours include:

- Harassment or bullying
- Sexual harassment or inappropriate comments
- Abusive language
- Repeated tardiness or no-shows for sessions
- Retaliation, vexatious complaints, or threats
- Microaggressions or passive-aggressive behaviour
- Excessive criticism or public shaming

How to Report a Violation

Step-by-Step Guide:

1. **Identify the Violation**
Ensure the behaviour or content clearly violates CAVA's Community Guidelines.
2. **Gather Evidence**
Screenshots, dates, names, links—anything that helps illustrate the issue.
3. **Submit a Report**
Email support@cavavoices.ca with the subject: "Code of Conduct Violation Report" and include:
 - Your full name and CAVA member ID (if applicable)
 - Description of the incident and evidence
 - Names of parties involved
 - Time and date of the incident
 - Any other relevant details



4. **Confirmation and Review**

You'll receive a reference number for tracking. Our team will investigate promptly.

5. **Investigation Process**

Reports will be evaluated confidentially. Actions may include outreach, mediation, or removal of the content or member.

6. **Resolution**

If a violation is confirmed, outcomes may include warnings, temporary suspension, or permanent removal from CAVA spaces and platforms.

Legal and Safety Considerations

If any interaction on a CAVA platform threatens the safety of you or others, report it immediately. In cases of imminent danger, or credible threats to public safety, we may notify the appropriate authorities at our discretion.