



## CONFERENCES & AFFILIATED EVENTS CODE OF CONDUCT POLICY

### Purpose

APSAD is committed to providing a safe and productive meeting environment that fosters open dialogue and the exchange of scientific ideas, promotes equal opportunities and respectful treatment of all participants, and is free of harassment and discrimination.

### Application

This policy applies to all attendees, speakers, presenters, exhibitors, staff, contractors, volunteers, and guests at APSAD and affiliated events; as well as all posts on social media, online publications, or other forms of electronic communication, whether before, during or after an APSAD event. Participants are expected to treat others with respect and consideration, to uphold standards of scientific integrity and professional ethics, and to follow venue rules, and alert staff or security of any dangerous situations or anyone in distress.

### What is Harassment?

Harassment includes speech or behaviour that is not welcome or is personally offensive, whether it is based on sex, gender (including gender identity and gender expression), race, ethnicity, colour, national origin, religion, age, physical or mental disability, perceived disability, ancestry, marital status, sexual orientation, political beliefs, or any other basis protected by federal or pertinent state laws. It includes stalking, unwelcome touching, verbal harassment, physical intimidation, statements of a sexual nature, bullying, cyberbullying and unwelcome attention.

Behaviour that is acceptable to one person may not be acceptable to another. Harassment expressed in a joking manner may still be harassment and is therefore unacceptable behaviour. Retaliation for reporting harassment is also a violation of this policy, as is reporting an incident in bad faith.

### Reporting Harassment

APSAD is committed to supporting a productive and safe working environment for everyone at APSAD conferences or events. Anyone who feels unsafe at an APSAD conference or event should report this at the registration desk or use a venue phone and ask for security. Persons experiencing or witnessing harassment – or wrongful conduct of any kind -- are encouraged to report it by one of the methods listed below and providing as many details as possible. Reports may be made anonymously, although APSAD can investigate and handle a complaint more effectively if the identities of both the alleged victim and harasser are known.

### EMERGENCY situations:

Contact APSAD or ASHM (conference event managers) staff or go to the registration desk. Contact security at the event venue.

### NON-EMERGENCY situations:

For situations with no immediate danger, contact:

1. APSAD Office: Liz Baxter ([exec.officer@apsad.org.au](mailto:exec.officer@apsad.org.au) or +61 (0)2 9252 2281).
2. ASHM Conferences & Events Division, Amy Sargent: [apsadconference@ashm.org.au](mailto:apsadconference@ashm.org.au)

### Follow-Up & Investigation

APSAD's Executive Council will process received complaints and take appropriate action. During a conference or affiliated event that responsibility may be delegated to an APSAD official or other representative.

If a report is made by someone who is willing to be contacted, APSAD or the Conference Convener will follow up with that person. If a report is made by an individual who wishes to remain anonymous, APSAD will forward the report to the Executive Council for review.

An investigation will be conducted as appropriate, based upon the nature of the complaint. In most situations, the representative will discuss the complaint details first with the individual filing the report, and may also contact the alleged offender. The findings will be reported to the APSAD Council and the Scientific Advisory Committee.

APSAD will take action when appropriate to protect the safety and well-being of its members and other conference attendees. Actions may include removing an individual from a conference or event without warning, prohibiting an individual from attending future APSAD conferences and affiliated events, and/or initiating action to expel a member from the Society. APSAD may also contact law enforcement authorities if it appears that laws were broken.

### No Retaliation

Retaliation against a person reporting harassment is also a violation of this policy. It is also a violation to report an incident in bad faith. APSAD will take action against any person found to be engaging in retaliation.