

Events Code of Conduct For ANZAHPE

Scope

We expect all participants (staff, sponsors, volunteers, speakers, attendees (including their guests[^], and suppliers and other guests) to abide by this code of conduct at all ANZAHPE events.

Purpose

At the Australian and New Zealand Association for Health Professional Educators, our core objectives are to:

- promote, support, and advance education in the health professions.
- facilitate communication between educators in the health professions.
- promote undergraduate, postgraduate and continuing education and training.
- recognise, facilitate and disseminate high quality educational research in health professional education.
- be the focal point for health professions education in western Pacific region.

To make it possible for collaboration and learning, ANZAHPE is committed to facilitating a welcoming and respectful community for all members and for people who engage with our association. This Events Code of Conduct shares our expectations and applies to all attendees, employees, exhibitors, speakers, suppliers, sponsors, volunteers and other participants at all ANZAHPE sponsored events. We empower all participants at our organisation to actively engage in creating a friendly and safe environment for all.

Expectations

- Be kind and considerate. Respect personal space and common courtesy rules for personal interaction.
- Be mindful of others around to allow best opportunity for optimal experience for all participants.
- Take care of private and communal property to minimise accidental and avoid intentional damage.
- Maintain acceptable behaviour* and only share acceptable materials.
- Be respectful to all patrons of venues, including members of the public.
- Wear clothing that is suitable for a professional work environment.
- Please drink alcohol responsibly and within areas specifically designated for the consumption of alcohol.
- Respect the jurisdictional legal obligations and refrain from attending the events with illegal substances *** or possess items that can be used or perceived as a weapon.
- Follow the venue guidelines and use designated areas for smoking and/or vaping.
- Follow the rules or regulations of the venue where an ANZAHPE event is taking place.
- Promptly report any behaviour that makes you or others feel uncomfortable to the nearest ANZAHPE event representative or board member (see guidance below).

Honesty and integrity

Act honestly when performing duties as an ANZAHPE member or guest at an ANZAHPE event. Avoid conflicts of interest and activities for personal gain or which are at the expense of ANZAHPE. Do not accept gifts, benefits or favours that may influence or be reasonably seen to influence others' decision-making.

Fairness

Foster an environment where the interaction among employees, volunteers, suppliers, and members is conducted fairly, and discrimination, harassment, or abuse of any sort is opposed.

What to do if you are subjected to unacceptable behaviour

If you are subjected to unacceptable behaviour*, or have any other concerns, please notify the event organiser or an ANZAHPE board member as soon as possible. Event Staff will be available to help participants contact venue security or local law enforcement (if required), to provide escorts, or to otherwise assist those experiencing unacceptable behaviour to feel safe for the duration of the ANZAHPE sponsored event. You may also report the incident after the event by contacting ANZAHPE's executive office or ANZAHPE board member.

What to do if you witness to unacceptable behaviour

If you notice that someone else is being subjected to unacceptable behaviour, or have any other concerns, please notify the event organiser, ANZAHPE Staff member or an ANZAHPE board member as soon as possible. Event Staff will be available to help participants contact venue security or local law enforcement (if required), to provide escorts, or to otherwise assist those experiencing unacceptable behaviour to feel safe for the duration of the ANZAHPE sponsored event. You may also report the incident after the event by contacting the ANZAHPE Officer or an ANZAHPE board member.

Consequences of unacceptable behaviour

Unacceptable behaviour will not be tolerated whether by attendees (their guests), media, speakers, volunteers, organisers, venue staff, sponsors, or exhibitors. Anyone asked to cease unacceptable behaviour is expected to comply immediately. If a participant engages in unacceptable behaviour, ANZAHPE may take any action they deem appropriate, up to and including expulsion from the conference/event without warning or refund. ANZAHPE reserves the right to include further expulsions from any other ANZAHPE events for an unspecified time frame. ANZAHPE also reserves the right to take steps to remove membership status from the individual in line with ANZAHPE [Objects and Rules](#) Items 5&6.

Definitions

Acceptable behaviours: that are not intimidating, harassing**, abusive, discriminatory, derogatory, and/or demeaning. ANZAHPE will not accept any boisterous, lewd or offensive behaviour or language, including but not limited to using sexually explicit or offensive language, materials or conduct, or any language, behaviour or content that contains profanity, obscene gestures, or racial, religious or ethnic slurs or political opinions.

****Harassing behaviours:** offensive comments (verbal, written, or otherwise) related to gender, sexual orientation, race, religion, disability; inappropriate use of nudity and/or sexual images in public spaces (including presentation slides); deliberate intimidation, stalking or following; harassing materials, photography or recording; sustained disruption of talks or other events (whether verbal or otherwise); inappropriate physical contact, and unwelcome sexual attention

ANZAHPE will not tolerate behaviours which in any way creates a disturbance that is disruptive or dangerous, or creates apprehension in a person, as determined by the ANZAHPE board and its professional event organiser, in their sole discretion.

******* Illegal substance including but not limited to narcotics, marijuana, or other illegal drugs.

^attendees are required to inform ANZAHPE if they are bringing guests (transfer of tickets are not permitted without ANZAHPE's permission)