



IAPB EVENTS PARTICIPANT CODE OF CONDUCT (IN PERSON AND ONLINE)

1. INTRODUCTION

Welcome to the vibrant IAPB events community! This policy serves as a guide for all delegates and speakers, fostering a positive and inclusive atmosphere at both in-person and virtual events.

At IAPB, we firmly believe that our events should be accessible to everyone. As such, we are dedicated to creating a supportive and friendly environment for everyone promoting respect, integrity, and collaboration.

2. SCOPE

This code of conduct applies to all participants of events organised or hosted by IAPB both in person and online.

This code of conduct for delegates is designed to ensure a respectful, inclusive, and safe environment for all delegates participating in global events. By attending and actively engaging in the event, delegates commit to upholding the principles outlined below.

3. CODE OF CONDUCT

At IAPB, we are dedicated to ensuring our events are both productive and enjoyable for everyone. The following principles apply to delegates during all event activities:

Professional Behaviour:

- Act professionally at all times, reflecting positively on the event and its participants.
- Avoid disruptive or inappropriate behaviour during sessions or social events. Avoid harassment, sexist, racist, or exclusionary comments.
- This includes disruptions, inappropriate physical contact, sexual attention, intimidation, stalking, and non-consensual photography or recording.
- Engage in networking opportunities with a positive and constructive attitude.
- Foster a collaborative atmosphere by sharing knowledge and expertise.

Communication:

- Maintain communication appropriate for a professional audience.
- Refrain from using sexual language and imagery.

Respect for diversity and others:

- Embrace and celebrate diversity.
- Refrain from discriminatory behaviour, hate speech, or harassment.
- Treat all participants, organisers, and staff with courtesy, kindness, and consideration.
- Actively listen to others' perspectives, even when opinions differ.
- Use respectful and inclusive language in all forms of communication.
- Strictly prohibit offensive comments related to gender, sexual orientation, disability, physical appearance, body size, race, or religion.

4. HEALTH AND SAFETY

Delegates are responsible for their safety and the safety of others.

- Comply with event rules, refrain from tampering with equipment, and avoid restricted areas.
- Do not bring valuables to events.
- If you are consuming alcohol at events, please do so responsibly.
- To ensure safety from slips and trips please maintain a clean and tidy environment, if you notice any trip or slip hazards, please alert the venue staff.
- Adhere to venue rules and regulations.
- Prioritise your well-being and the well-being of others.
- Report any concerns about the safety or well-being of yourself or others to event organisers.
- Familiarise yourself with emergency procedures and evacuation routes.
- Be aware of your local embassy, and emergency services as well as adhere to local laws and regulations, both within and outside the event venue.

5. BREACH OF CODE OF CONDUCT

- Any delegate who wishes to report a violation of this policy is asked to speak, in confidence, to the Event Manager or an IAPB Member of Staff, who will be identifiable at the event, or via email to events@iapb.org.
- If the complaint is about an IAPB member of staff, volunteer or board member please direct the complaint to complaints@iapb.org.
- Delegates asked to stop any inappropriate behaviour are expected to comply immediately. Anyone violating these rules may be asked to leave an event at the sole discretion of the organisers without a refund or removed from a virtual event.
- Legal action may be considered if a criminal offence is suspected and, if appropriate, the matter may be reported to the Police or other relevant authorities.

6. PHOTOGRAPHY/VIDEOGRAPHY

When you participate in any IAPB event, you may be filmed or photographed at any point during your participation.

By taking part in our events in person and online, you agree to have your image and likeness used by IAPB, and grant permission for IAPB to identify you by name in the video footage and photographs and to use the resulting video footage and photographs for promotional and commercial purposes, including the streaming of IAPBs Global Event. IAPB will not be required to pay you for the use of such videos or images, the copyright in which will be owned by IAPB. However, you do have the right to withdraw consent at any time.

If you do not consent to being filmed or photographed, please inform IAPB in writing.

7. VIRTUAL EVENTS

Delegates are required to follow the key principles in Point 3, as well as the additional principles for virtual events organised by IAPB. This includes, but is not limited to, comments, questions and posts made during and within virtual events and their material, on platforms including Zoom, Teams, Slido, Vimeo and YouTube.

- Delegates should not use the chat inappropriately, this includes:
 - Use of expletives / swearing.
 - Posting the same message across the same chat or multiple chats with ill intent.
 - Sharing links about commercial products / services / advertising.
 - Verbally attacking a speaker or delegate.
 - Using any form of hate speech, including but not limited to racism, sexism, and homophobia, as well as harassment and coercive behaviour. This extends to inappropriate images, emojis, and any explicit sexual language or imagery.
- Delegates should not impersonate another person.

By participating in IAPB events, you acknowledge and agree to abide by this Code of Conduct. IAPB reserves the right to modify the Code of Conduct as needed and to take appropriate action in response to violations.

Thank you for contributing to the positive and collaborative atmosphere at IAPB events.