

Code of Conduct Policy for the International Society of Hymenopterists

1. Purpose

The International Society of Hymenopterists (hereby referred to as ISH) aims to be inclusive to the largest number of contributors, with the most varied and diverse backgrounds possible. As such, we are committed to providing a friendly, safe, and welcoming environment for all, regardless of gender, sexual orientation, ability, ethnicity, socioeconomic status, and religion.

This Code of Conduct policy outlines our expectations for all those who participate at ISH functions, which are defined as ISH organized business meetings, academic sessions, and social events. ISH functions include both meetings organized exclusively by ISH (such as the International Congress meetings) and meetings organized by other organizations that feature ISH sections (such as the Entomological Society of America), hereafter referred to as ISH functions. Social events are considered a part of ISH functions and include events organized by the ISH Executive Council *and* events organized unofficially by ISH members, such as student events and other impromptu social events.

2. Expected Behavior

We expect all participants at ISH functions (attendees, members, vendors, exhibitors, contractors, staff, venue staff, and guests) to abide by this Code of Conduct policy in all venues at ISH functions, including ancillary events and official and unofficial social gatherings.

- Exercise consideration and respect in your speech and actions
- Refrain from demeaning, discriminatory, or harassing behavior and speech
- Alert community leaders if you notice a dangerous situation, someone in distress, or violations of this Code of Conduct policy

3. Unacceptable Behavior

Unacceptable behaviors include:

- Intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech or actions by any participant in ISH functions, at all related events, and in one-on-one communications carried out in the context of ISH. ISH event venues may be shared with members of the public; please be respectful to all patrons of these locations.
- Harmful intent or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability, age, appearance, or other personal characteristics

- Inappropriate use of nudity and/or sexual images in public (including presentation slides)
- Deliberate intimidation, stalking, or following
- Harassing photography or recording
- Sustained disruption of talks or other events
- Unwelcome and uninvited attention or contact
- Real or implied threat of physical harm
- Real or implied threat of professional or financial damage or harm

Be careful in the words that you choose. Harassment committed in a joking manner still constitutes unacceptable behavior. Remember that sexist, racist, and other exclusionary jokes can be offensive to those around you.

Retaliation for reporting harassment is a violation of the Code of Conduct policy.

Reporting harassment in bad faith is a violation of the Code of Conduct policy.

4. Consequences of Unacceptable Behavior

Unacceptable behavior from any participant at ISH functions, including attendees, sponsors, exhibitors, contractors, volunteer leaders, vendors, venue staff, and anyone with decision-making authority, will not be tolerated.

If a participant engages in unacceptable behavior, the ISH Executive Committee reserves the right to take action that the ISH Executive Committee deems appropriate. The ISH Executive Committee reserves the right to remove an individual from ISH functions without warning or refund, and to prohibit an individual from attendance at future ISH functions. For unacceptable behaviours that may be criminal in nature, The ISH Executive Committee reserves the right to inform local police and the individual's employer of the incident.

5. If you are subject to, or witness, unacceptable behavior

If you are being harassed, notice that someone else is being harassed, or have any other concerns, please contact any member of the ISH Executive Committee or an ombudsperson responsible for acting as a liaison between participants and the ISH Executive Committee. Executive Committee members and designated ombudspersons will always be identified by name in the event's program book, along with their contact information. All reports are confidential.

All complaints will be treated seriously and responded to promptly. If your safety is threatened, please contact venue security (if available) or local police.

If possible, provide the following information, preferably in writing:

- Identifying information (name, appearance) of the participant doing the harassing
- The behavior that was in violation of this policy
- The approximate time of the behavior (if different from the time the report was made)
- The circumstances surrounding the incident
- Other people involved in, or witnessing, the incident

If needed or requested, the ISH Executive or ombudsperson will help participants contact venue security or local law enforcement, provide escorts, or otherwise assist those experiencing harassment to feel safe for the duration of the ISH function.

6. Addressing Grievances

If you feel you have been falsely or unfairly accused of violating this Code of Conduct policy you should notify the ISH Executive Committee or an ombudsperson with a concise description of your grievance. Your grievance will be handled in accordance with our existing governing policies.

7. Policy on Liability

ISH shall not be responsible for any defamatory, offensive, or illegal conduct of all ISH function participants, and shall not be held liable for personal injury, property damage, theft or damage of any kind suffered by the participants at or in connection with ISH functions. By registering for and attending any ISH functions or events associated with ISH functions, each participant acknowledges that they have read this Policy and Disclaimer, and expressly releases ISH and its executive, directors, employees, volunteers, or agents from any and all liability in connection with ISH functions as provided herein.

The ISH Executive Committee, January 2019