

## CODE OF CONDUCT

The Drug, Chemical & Associated Technologies Association, Inc. (“DCAT”) is committed to diversity, equity, and providing a safe and productive environment at its conferences, meetings and events that fosters open dialogue and the free expression of ideas, free of harassment, discrimination, and hostile conduct.

The purpose of this Code of Conduct Policy for DCAT conferences, meetings and events is to establish minimum expectations of behavior for members, hosts, participants, volunteers, guests, contractors and vendors at all DCAT-related activities. This Policy applies to all individuals on premises at DCAT conferences, meetings and events and all member companies sponsoring or hosting DCAT-related activities or those given permission to do so by the DCAT organization. This Policy is intended to supplement any other applicable DCAT Policies.

Expected conduct at DCAT-related activities is as follows:

1. Participants are expected to conduct themselves in a professional manner, to communicate with respect and consideration for others, and to refrain from conduct that is (or may be perceived to be) harmful to other participants, themselves, DCAT staff, and/or third parties.
2. Member companies sponsoring DCAT-related activities are expected to adhere to the highest standards of professionalism and all DCAT-related activities should be designed to create a safe, hospitable, and inclusive environment for all attendees, regardless of gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, or religion.
3. Disruptive, discriminatory, or harassing behavior of any kind will not be tolerated. Conduct that DCAT considers inappropriate includes, but is not limited to:
  - Harassment, which is defined for purposes of this policy to include unwelcome or offensive verbal, visual, or physical contact directed at any employee, attendee, contractor, or other individual, including conduct, comments or images that a person would reasonably find offensive;
  - Deliberate intimidation, threatening, stalking, or following;
  - Photography or recording without permission; and
  - Sustained disruption of talks or other events.

Note that conduct acceptable to one person may be offensive to another. Some examples of unacceptable behavior are:

- Verbal comments such as epithets, derogatory comments, slurs or unwanted sexual comments, advances, or invitations;
- Visual conduct such as derogatory posters, photography, cartoons, drawings or gestures;
- Physical conduct such as assault, unwanted touching, or blocking normal movement patterns;
- Interfering with the work of another because of his or her race, sex, age, ability, religion, national origin, or any other protected characteristic; and
- Threats of physical harm or demands for sexual favors.

### **Reporting Violations**

If you believe you have experienced or observed a violation of this Policy, please do not hesitate to contact DCAT staff who can work with DCAT leadership to resolve the situation. DCAT staff will be happy to assist those experiencing inappropriate conduct to enable them to feel safe for the duration of any event. If you or someone else is in immediate danger, please contact hotel security or local law enforcement.

Violations of this Policy are taken seriously and should be promptly reported to any DCAT staff present at the DCAT-related activity or **Executive Director, Margaret M. Timony**, [mtimony@dcate.org](mailto:mtimony@dcate.org), 609-208-1888 ext. 7007, 1 Union Street, Suite 208, Robbinsville, NJ. 08691, USA.

### **Sanctions**

Individuals or member companies engaging in behavior prohibited by this policy will be subject to sanctions that range from a verbal warning to ejection from the DCAT-related event without refund of fees and reserves the right to prohibit attendance at future DCAT-related events.

07/12/18