



## **NAGDCA Conference Code of Conduct**

NAGDCA is committed to providing a safe, inclusive, and respectful environment for all attendees, speakers, sponsors, and staff at our conference. This Code of Conduct outlines expectations for behavior and the consequences for violations.

### **Expected Behavior**

All participants are expected to:

1. **Show Respect:** Treat everyone with courtesy, dignity, and respect, regardless of their background, identity, or role at the conference.
2. **Engage Constructively:** Foster an environment of open dialogue and constructive criticism. Disagree respectfully without personal attacks.
3. **Comply with Laws and Policies:** Abide by all applicable laws, venue rules, and NAGDCA policies.
4. **Respect Privacy:** Obtain consent before sharing personal information.
5. **Promote Inclusivity:** Avoid language or behavior that is discriminatory, harassing, or exclusionary.
6. **Dress Appropriately:** Business, business casual, or smart casual attire is expected for all conference activities unless otherwise noted.

### **Unacceptable Behavior**

The following behaviors are prohibited:

1. **Harassment:** Including but not limited to verbal abuse, intimidation, stalking, inappropriate physical contact, and unwelcome sexual attention.
2. **Discrimination:** Any conduct or speech that discriminates based on race, gender, sexual orientation, religion, disability, age, or any other protected characteristic.
3. **Disruption:** Interrupting sessions or other conference activities in a manner that undermines the event's purpose.
4. **Inappropriate Use of Materials:** Unauthorized use of copyrighted or sensitive materials.
5. **Intoxication:** Excessive use of alcohol or other substances that leads to disruptive or unsafe behavior.

## **Reporting a Concern**

If you witness or experience unacceptable behavior, please report it to a NAGDCA staff member immediately. If there is an emergency, call 911 first and then inform NAGDCA staff and the venue, as necessary. Reports can be made:

1. **In Person:** Speak with a designated NAGDCA representative. You may visit the conference registration desk to be put in contact with the appropriate representative.
2. **By Email:** If the situation does not require immediate attention, you may contact [nagdca@amrms.com](mailto:nagdca@amrms.com) with details of the incident.

All reports will be handled confidentially to the extent possible, with the safety and well-being of attendees as the primary concern.

## **Enforcement**

NAGDCA reserves the right to take appropriate action in response to violations of this Code of Conduct. Actions may include but are not limited to:

1. **Verbal Warning:** A private conversation to address the behavior.
2. **Removal from the Event:** Immediate removal from the conference without refund.
3. **Ban from Future Events:** Prohibition from attending future NAGDCA events.
4. **Notification to Authorities:** Reporting the incident to law enforcement if required by law or deemed necessary for safety.

## **Acknowledgment**

By attending the NAGDCA conference, participants agree to abide by this Code of Conduct. Thank you for helping us create a welcoming and professional environment for all.