

RCAP CODE OF CONDUCT

RCAP is committed to providing a safe, productive, and welcoming environment for all meeting participants and RCAP staff. All participants, including, but not limited to, attendees, speakers, partners, funders, sponsors, RCAP staff members, service providers, and all others are expected to abide by this Code of Conduct. This Code of Conduct applies to RCAP conference and related events, including those sponsored by organizations other than RCAP but held in conjunction with RCAP events.

This Code of Conduct outlines RCAP's expectations for participant behavior, as well as the consequences for unacceptable behavior. RCAP promotes equal opportunities and treatment for all participants. All participants are expected to treat others with respect and consideration, follow venue rules, and to alert staff to any violations of this Code of Conduct, dangerous situations, or any participant in distress.

Code of Ethical Conduct

- Be considerate, respectful, and collaborative.
- Refrain from demeaning, discriminatory or harassing behavior and speech.
- Be mindful of your surroundings and of your fellow participants. Alert RCAP staff if you notice a dangerous or harassing situation or someone in distress.

Unacceptable Conduct

Unacceptable behavior includes:

- Intimidating, harassing, abusive, discriminatory, derogatory, or demeaning speech or actions by any participants at or in relation to the RCAP conference or related events. All who participate in the RCAP conference and related events deserve respectful treatment, regardless of the capacity in which they are attending or participating. Discussion of opposing or different viewpoints is appropriate but is expected to be conducted in respectful tone and manner that avoids personal attacks.
- Verbal or physical abuse, intimidation, or efforts to annoy others, which in any way creates a disturbance that is disruptive or dangerous or creates reasonable apprehension in a person.
- Harassing behavior (including, but not limited to, offensive verbal comments related to gender, sexual orientation, disability, physical appearance, body size, race, religion, national origin, inappropriate use of nudity and/or sexual images in RCAP-sponsored spaces or in presentations, yelling at or threatening participants, stalking or unwelcome following, harassing photography or recording, or unwelcome physical or verbal contact or sexual attention.)
- Disrupting a meeting or related event. All participants must comply with the instructions of the moderator and any RCAP staff.

Additional Rules

In addition, participants must adhere to the following rules:

- The recording or sharing of any meeting or related event (including education sessions, presentations, demos, etc.) in any format is strictly prohibited.
- Presentations should not contain promotional materials, special offers, job offers, product announcements, or solicitation for services. RCAP reserves the right to ban sources of those solicitations.
- Any direct selling of products/services offered by speakers, industry partners, or consultants in any RCAP-sponsored spaces is prohibited.

What to do if you witness or experience conduct that violates this Code of Conduct

Conduct in violation of this Code of Conduct should be promptly brought to the attention of

Bobby Cochran, Chief Strategy Officer, bcochran@rcap.org, 240-497-0486 so that we can take appropriate action.