

# Code of conduct

This **code of conduct** is to ensure an atmosphere where participants feel respected, included, and able to engage freely in the activities.

Women's Health Tasmania expects all participants (speakers, attendees and Women's Health Tasmania staff and volunteers) to adhere to a **code of conduct** that ensures a respectful, professional, and productive environment.

Participants are expected to

## 1. Show respectful behaviour

- **Professionalism:** Act in a professional manner, whether interacting with peers, speakers or staff.
- **Courtesy and Respect:** Show respect for all attendees, speakers, and staff, regardless of their background, position, or expertise.
- **Inclusion:** Foster an inclusive environment, ensuring all individuals feel welcome, valued, and respected regardless of their race, gender, sexual orientation, age, disability, or religion.

## 2. Non-discrimination and anti-harassment

- **Zero Tolerance for Harassment:** We have a strict **no harassment** policy. This includes verbal, physical, and sexual harassment of any kind. Harassment can involve unwanted comments, jokes, or behaviours based on someone's identity or background.
- **Safe Space:** We aim to create a **safe environment** where everyone feels able to engage freely, share ideas, and ask questions without fear of discrimination or intimidation.
- **Respecting Boundaries:** Participants should be mindful of personal space and avoid making others uncomfortable through inappropriate or intrusive behaviour.

## 3. Professional communication

- **Appropriate Language:** Use language that is professional and respectful. Avoid offensive, derogatory, or inflammatory language.
- **Confidentiality and Privacy:** Respect the confidentiality of information shared during the conference. Avoid sharing confidential discussions or materials without consent.
- **Constructive Feedback:** When offering feedback, ensure it is constructive and respectful. Criticizing ideas or opinions is fine, but it should always be done in a manner that promotes dialogue and learning.

## 4. Punctuality and attendance

- **Punctuality:** Arrive on time for sessions, workshops, and events. It is considered respectful to be punctual, as it helps ensure the smooth flow of the event and minimizes disruption to others.
- **Engagement:** Engage in sessions and activities with professionalism. Avoid multitasking or disruptions (eg, texting, answering calls) during presentations.

## 5. Respecting event schedules and space

- **Timely Transitions:** If there is a session change or break, be mindful of transitions and respect the time allocated for each event.
- **No unauthorized recordings:** Please do not make recordings or take photos of presentations or people without their explicit consent.

## 6. Social media and online behaviour

- **Respect online interactions:** Be respectful when sharing your thoughts or images about the event on social media.
- **Avoid negative or disruptive posts:** While it's okay to express opinions, it's important to avoid posting anything that could disrupt the event or cause harm to individuals, the event organizers, or the conference itself.

## 11. Reporting violations

- **Reporting incidents:** If you witness or experience any violation of the code of conduct (such as harassment, discrimination, or unsafe behavior) please let one of the Women's Health Tasmania staff know. They will follow our Incident Management Procedure to ensure you get support, the incident is investigated and any necessary follow up conducted. A copy of this Procedure is available on request.
- **Confidentiality:** When a violation is reported, we will respect the confidentiality of the complaint, as well as the privacy of both the complainant and those involved in the incident.

## 12. Environmental considerations

- **Eco-Friendly Practices:** We will avoid excessive plastic use.

## Conclusion

Violations of the code can lead to penalties, including being asked to leave the conference.