



## PEMAC Values:

*Integrity, Credibility, Leadership, Learning, Collaboration*

## Event Code of Conduct

Everyone is warmly invited to participate in PEMAC events in the spirit of “Connect, Learn and Contribute”.

Participants are expected to conduct themselves in a manner that ensures all, including PEMAC staff, are able to enjoy their experience. This requirement applies to all PEMAC activities including conferences, learning events, social events, online events, tours, workshops, plenaries and social gatherings. The following are some simple guidelines to give some insight about appropriate participation as you take part in different capacities:

**Delegates:** Delegates are those who attend an event specifically to learn and meet people. Networking and sharing knowledge with others in discussion is always encouraged. However direct selling and like activities are reserved for sponsors and exhibitors who have paid for the privilege to feature their services at our events.

**Speakers:** Speakers are expected to deliver content that is generally relevant and applicable and does not rely on their product or services to be useful. Unless a promotional abstract has been explicitly approved, presentations are not to be used as direct sales opportunities.

**Sponsors and Exhibitors:** Sponsors and exhibitors are expected to practice respect and moderation in their sales tactics both during and after the event. Sponsors and exhibitors who are perceived to be overly aggressive in their approach will be notified. PEMAC reserves the right to assign on site locations to exhibitors, and to relocate exhibits or exhibitors. Site assignments are not negotiable at set-up.

## How we will manage inappropriate conduct

Should you be subject to—or witness any—behaviour that you find concerning, you are asked to discuss your concern with a PEMAC staff member or core volunteer (Chapter Leader, Board Member etc). The privacy of the individual who raised the concern will be maintained. The response to concerns raised will be reasonable and proportional to the nature of the issue - a wide range of outcomes is possible.