



## **ATCA EVENT CODE OF CONDUCT**

ATCA is committed to providing a safe and welcoming experience for all participants, regardless of race, ethnicity, disability, religion, political affiliation, gender, gender identity or expression, sexual orientation, and any other characteristic protected by applicable federal, state, or local laws, regulations, or ordinances. Discrimination, intolerance, harassment, intimidation, or hostile behavior of any kind, whether in person, online, or through any other means, will not be tolerated.

### **Expectations for Conduct**

All members, participants, sponsors, employees, and staff engaged in ATCA activities or representing ATCA are expected to:

- Maintain the highest professional and ethical standards
- Respect the dignity, health, and safety of themselves and others
- Act in a positive, friendly, and inclusive manner
- Support diversity, equity, and inclusion
- Attend in-person meetings and events only when in good health
- Maintain the confidentiality of ATCA business and member information, including directories and mailing lists, which must only be used for their intended purpose

### **Consequences of Violations**

Violations of this Code are taken seriously and may result in corrective action. This includes, but is not limited to, removal from an event without refund, suspension of privileges, or other actions deemed appropriate by ATCA.

### **Reporting and Resolution Process**

Alleged violations should be reported promptly. The ATCA President, or designated inquiry official, will investigate the matter thoroughly, offering the accused party an opportunity to respond in writing and/or in person. Following the investigation, the President will determine the appropriate course of action or recommend corrective measures.

In the event of an appeal, the ATCA Board Chair, supported by the Board of Directors, will conduct a review and issue a final determination. Termination of membership, if warranted, is at the sole discretion of the ATCA Board of Directors.