ASCO EVENT CODE OF CONDUCT

1. Code of Conduct
ASCO is committed to providing a professional, collegial, safe, supportive, and respectful meeting environment, regardless of a person’s race, color, ethnicity, national origin, citizenship status, age, religion, disability status, gender, gender identity, sexual orientation, genetic information, physical appearance, or other characteristic (“personal characteristics”). ASCO expects individuals to uphold the professional and educational purposes of ASCO by respecting the rights, privacy, safety, and dignity of all persons. ASCO expects individuals to exercise professionalism, consideration, and respect in their speech and actions. ASCO expects individuals to refrain from harassing speech and other harassing behavior.

2. Scope and Application
The Code of Conduct, and this Policy, apply to any gathering that is hosted or sponsored by ASCO, including but not limited to in-person and virtual meetings, educational symposia, exhibits, committee meetings, written comment and discussion groups, professional gatherings, and settings ancillary thereto (each an “ASCO Event”). This Policy applies to any and all participants in ASCO Events, including but not limited to employees, members, volunteers, interns, guests, vendors, contractors, exhibitors, faculty, and other attendees (each a “Participant”).

3. Unacceptable Behavior
Unacceptable behavior includes, but is not limited to:
• Unwelcome and uninvited attention or contact with another Participant
• Verbal or written comments, or visual images, that are sexually suggestive, or that denigrate or show hostility or aversion toward an individual, or group of individuals, or that create an intimidating, hostile, or offensive environment, or that unreasonably interfere with an individual’s ability to participate in the ASCO Event;
• Unwelcome sexual advances or touching, requests for sexual favors, or other unwelcome physical, verbal, visual, or other conduct of a sexual nature;
• Inappropriate, unnecessary, or irrelevant use of nudity and/or sexual images;
• Intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech;
• Harmful or prejudicial verbal or written comments or visual images related to personal characteristics;
• Deliberate intimidation, stalking, or following;
• Harassing photography or recording;
• Sustained or repeated disruption of talks or other events;
• Physical assault (including unwelcome touching, massaging or groping);
• Express or implied threat of physical or professional harm;
• Actual or threatened personal or professional retaliation for a rejection or report of unacceptable behavior;
4. Reporting Unacceptable Behavior

Any Participant whose safety is threatened or violated is urged to contact Event Security or local law enforcement immediately.

In addition, any Participant who feels unsafe or experiences unwelcome conduct, who observes or experiences unacceptable behavior, or who believes there has been a violation of this Policy, is encouraged to complete the online reporting form. Other means of reporting include speaking to an ASCO staff member, contacting ASCO Event security, or sending an e-mail to meetings@asco.org. Reports may be anonymous or attributed. ASCO will use its best efforts to respond to a Participant in no more than 3 business hours, recognizing that it will not be possible to follow up directly with a Participant whose report is anonymous, and that ASCO may have less ability to investigate fully an anonymous report.

Any ASCO employee who experiences unacceptable behavior or observes unacceptable behavior toward another employee is encouraged to report the incident to Human Resources, his/her/their immediate supervisor, or any manager. Employees may also choose the reporting methods described above, or the internal ASCO hotline number/e-mail, or any procedure described in ASCO employee policies.

5. Consequences of Reported Unacceptable Behavior

Upon receiving a report of unacceptable behavior, ASCO’s first priority will be the safety and security of Participants. ASCO may take immediate steps such as accompanying Participant(s) during the ASCO Event or increasing security at ASCO Events. When facts are in dispute or cannot be fully established, ASCO reserves the right to take the action most likely to safeguard safety and security of Participants, including removal of a Participant from the ASCO Event.

A report of an adjudicated or officially confirmed history of a Participant’s prior unacceptable behavior, if impacting the experience of other Participants at an ASCO Event may, in ASCO’s discretion, be the basis for a response under this Policy.

Violation of this Policy, as determined by ASCO in its sole discretion, is grounds for any action that ASCO deems appropriate, including but not limited to warning the offender, denying the offender admission to an ASCO Event (including revoking or denying registration to a symposium), removing the offender from an ASCO Event, barring the offender from other ASCO Event(s), and steps outlined in the ASCO Member Discipline Policy. ASCO reserves the right to take whatever action it, in its sole discretion, deems appropriate, with respect to the investigation of any matters related to this Policy.

Any person who is denied entrance to or removed from an ASCO Event based on this Policy may request that ASCO review the matter after the ASCO Event has concluded. However, ASCO’s
action will be effective immediately and will continue until and unless ASCO issues a contrary decision.

6. Communication from ASCO
ASCO will communicate with an individual who reports unacceptable behavior. ASCO will also communicate with an individual concerning whom a report has been made, to the extent that ASCO is able to identify and contact that individual. The nature, scope, and content of any such communication is in the sole discretion of ASCO. If warranted, ASCO may communicate more broadly with Participants at an ASCO Event. ASCO has the right to communicate about its responses under this Policy to the employers or sponsors of involved Participants and to hotels, event venues, vendors, local law enforcement, media, and the public as ASCO deems reasonable and appropriate.

Application:
Applies to ASCO and its affiliates

History:
Approved May 31, 2018 by ASCO Board of Directors
Updated June 12, 2018 by Office of the CEO
Updated May 30, 2019 by the ASCO Board of Directors

Attachment