

BIRS Code of Conduct for Events

BIRS is committed to fostering a welcoming environment, where all participants are valued and treated with respect.

As our participants represent many different cultures, nationalities, and values, this code of conduct should act as a clear point of reference for all participants with regards to the behaviours expected of them, and the support available to them throughout their interactions with BIRS. **Participation in any capacity is dependent on the agreement to abide by this code of conduct.**

1. All persons are to be treated with respect and dignity.

BIRS is committed to fostering an environment in which all individuals are treated with respect and dignity. All persons have the right to participate without fear of harassment, discrimination, or condescension. BIRS does not condone behaviour that undermines the dignity, self-esteem, or productivity of any guest, participant, or staff member.

BIRS's mandate is to ensure equal opportunity and treatment for all participants, regardless of gender, gender identity or expression, race, colour, national or ethnic origin, religion or religious belief, age, marital status, sexual orientation, disabilities, neurodiversity, physical appearance, veteran status, or immigration status.

2. Harassment is a form of misconduct that undermines the integrity of BIRS's activities and mission.

Harassment and violence of any kind will not be tolerated, whether blatant or via micro-aggressions. Harassment may include but is not limited to: offensive comments or content related to gender, sexual orientation, disability, physical appearance, neurodiversity, body size, ethnicity, nationality, age, race, religion, or other protected categories. Deliberate intimidation; stalking; following; harassing photography or recording; sustained disruption of talks or other events; offensive verbal language; inappropriate physical contact; unwelcome sexual attention; sexualised language and imagery are not appropriate for any BIRS event, including talks, workshops, social activities or online media.

3. All persons are responsible for their part in creating a welcoming environment.

In our mission to establish and maintain a safe environment that welcomes all perspectives, we expect cooperation from all participants. This includes attendees, organizers and speakers, students, guests, staff, contractors and exhibitors, and all other participants in both the scientific sessions and social events, whether participating in person or virtually. We ask everyone to do their part to ensure that all voices are heard.

4. All persons are empowered to speak out.

BIRS will make every effort to maintain an environment that is free of harassment, even though it does not control the behavior of third parties.

An on-site BIRS representative, such as the Program Coordinator, Station Manager or Program Facilitator, will welcome you on the first day and remain your primary point of contact with BIRS for the duration of your program. If you are being harassed or made to feel uncomfortable, have witnessed someone else being harassed, or have any other concerns please contact either the

workshop organisers or the on-site BIRS representative as soon as you feel safe to do so. BIRS staff can facilitate communications between participants and organizers for informal complaint resolutions, help contact hotel/venue security or local law enforcement, or otherwise assist those experiencing harassment to feel safe for the duration of the conference.

Formal complaints of violations and/or harassment are typically handled by the BIRS institute where the incident takes place. Such concerns may be reported confidentially by:

- submitting a report via our web form, anonymously if desired, at <https://www.birs.ca/incident-report/>
- contacting the BIRS Director (birs-director@birs.ca)
- contacting the Site Director of the site where the violation took place via email:
 - Banff, Canada: Dr. Malabika Pramanik birs-director@birs.ca
 - UBC-Okanagan, Canada: Dr. John Braun john.braun@ubc.ca
 - Oaxaca, Mexico: Dr. José Antonio Seade Kuri jseade@im.unam.mx
 - Hangzhou, China: Dr. Jianshu Li matom@ust.hk

The incident report can also be used to specify who the information can be shared with and any personal or professional concerns related to disclosure. BIRS takes such concerns very seriously and will make every effort to comply with the submitter's stated requests for confidentiality.

Questions about the BIRS code of conduct should be directed to birs-administrator@birs.ca.

5. Behaviour that does not meet up to the standards outlined in the code of conduct will not be tolerated and may result in further action.

Participants, when asked to stop behavior that contravenes this code of conduct, are expected to comply immediately.

BIRS commits to investigate and review every allegation of violation of our code of conduct. BIRS may take any action they deem appropriate, including warning the offender, issuing sanctions, expulsion without compensation, or a permanent prohibition from future events.

Please note, while we take seriously all concerns raised, we will use our discretion to determine how to follow up on reported incidents. We will make every effort to treat and communicate the information received in ways that best fit the discloser's wishes. If we are unable to take further action, we may direct the participant to other resources for resolution.