



Virginia Council of CEOs Policy **Code of Conduct** *Adopted 9/19/21*

VACEOs is committed to providing a safe and welcoming environment for connecting all participants and staff. All participants including but not limited to members, sponsors, guests, attendees, speakers, volunteers, exhibitors, staff, and service providers, are expected to abide by this VACEOs Code of Conduct, and this code applies to all VACEOs meeting related events including virtual meetings and those sponsored by organizations other than VACEOs but held in conjunction with VACEOs events in both public and private facilities.

EXPECTED BEHAVIOR

- Treat others with respect, inclusivity, and consideration, recognizing that this event is a place for diversity of thought, organization, and individuals.
- Communicate openly with respect for others, avoiding personal attacks.
- Be mindful of your surroundings and others. Alert event staff as soon as possible if you notice any discriminatory, harassing, aggressive, or exclusionary behavior or speech.
- Respect the rules and policies of the meeting venue, hotel, VACEOS contracted facility, or any other associated venue or site.

UNACCEPTABLE BEHAVIOR

- Harassment, intimidation, or discrimination in any form is not tolerated.
- Physical or verbal abuse of any attendee, speaker, volunteer, exhibitor, staff, service provider, or other meeting guest will not be tolerated.



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- Examples of unacceptable behavior include but are not limited to: verbal comments related to gender, gender identity and expression, sexual orientation, disability, physical appearance, body size, race, religion, and national origin; inappropriate use of nudity and/or sexual images in public spaces or in presentations; and, threatening or stalking any meeting attendee.
- Disruption of sessions, or other events organized by VACEOs at the meeting venue, hotel, VACEOS contracted facility, or other associated venue or site, is not allowed.

CONSEQUENCES OF UNACCEPTABLE BEHAVIOR

Anyone requested to stop unacceptable behavior by a VACEOs staff member is expected to comply immediately. VACEOs will not tolerate such behavior and reserves the right to take any action the board of directors deems necessary and appropriate in its sole discretion, including expulsion from the event without warning or refund, exclusion from future events, and any other consequences deemed appropriate by the board of directors.

REPORTING UNACCEPTABLE BEHAVIOR

If you are the subject of unacceptable behavior or have witnessed any such behavior, please contact any member of the VACEOs staff. On-site team members wear badges with green STAFF ribbons, or you may also contact info@vaceos.org if you are on-site or attending virtually.

Please note VACEOs reserves the right to modify or revise this policy at any time with or without notice. **In the event of an emergency, please contact local authorities immediately.**