



IUPAB Code of Conduct for Meetings

The International Union of Pure and Applied Biophysics (IUPAB) strives to provide an environment that encourages the free expression and exchange of scientific ideas, in which science and scientific careers can flourish. As a global, professional society, IUPAB is committed to the philosophy of equal opportunity and respectful treatment for all, regardless of national or ethnic origin, religion or religious belief, gender, gender identity or expression, race, colour, age, marital status, sexual orientation, disabilities, veteran status, or any other reason not related to scientific merit.

All IUPAB meetings and IUPAB-sponsored meetings promote an environment that is free of inappropriate behaviour and harassment by or toward all attendees and participants of IUPAB events, including speakers, organizers, students, guests, media, exhibitors, staff, vendors, and other suppliers. IUPAB expects anyone associated with an official IUPAB-sponsored event to respect IUPAB's rules and policies, the venue, the hotels, and the city.

Definition of Harassment

The term "harassment" includes, but is not limited to, abusive, defamatory or derogatory words or phrases, unwelcome slurs, jokes, or verbal, graphic or physical conduct relating to an individual's race, colour, religious creed, sex, national origin, ancestry, citizenship status, age, gender or sexual orientation that denigrate or show hostility or aversion toward an individual or group.

Sexual harassment refers to unwelcome sexual advances, requests for sexual favours, and other verbal or physical conduct of a sexual nature. Behaviour and language that are welcome/acceptable to one person may be unwelcome/offensive to another.

Consequently, individuals must use discretion to ensure that their words and actions communicate respect for others. This is especially important for those in positions of authority since individuals with lower rank or status may be reluctant to express their

objections or discomfort regarding unwelcome behaviour. It does not refer to occasional compliments of a socially acceptable nature. It refers to behaviour that is not welcome, is personally offensive, debilitates morale, and therefore, interferes with work effectiveness. The following are examples of behaviour that, when unwelcome, may constitute sexual harassment: sexual flirtations, advances, or propositions; verbal comments or physical actions of a sexual nature; sexually degrading words used to describe an individual; a display of sexually suggestive objects or pictures; sexually explicit jokes; unnecessary touching.

Attendees or participants who are asked to stop engaging in harassing behaviour are expected to comply immediately. Anyone who feels harassed is encouraged to immediately inform the alleged harasser that the behaviour is unwelcome. In many instances, the person is unaware that their conduct is offensive and when so advised can easily and willingly correct the conduct so that it does not reoccur. Anyone who feels harassed is NOT REQUIRED to address the person believed guilty of inappropriate treatment. If the informal discussion with the alleged harasser is unsuccessful in remedying the problem or if the complainant does not feel comfortable with such an approach, they can report the behaviour as detailed below.

Reported or suspected occurrences of harassment will be promptly and thoroughly investigated. Following an investigation, IUPAB will immediately take any necessary and appropriate action. IUPAB will not permit or condone any acts of retaliation against anyone who files harassment complaints or cooperates in the investigation of same.

Reporting a Violation

Violations of this Conduct Policy should be reported immediately. If you feel physically unsafe or believe a crime has been committed, you should report it to the police immediately.

To report a violation to IUPAB:

- You may do so in person to a member of the IUPAB Executive Committee.
- At any time (during or after an event), you can make a report via email to one of IUPAB's Executive Committee members.

Reported or suspected occurrences of harassment will be promptly and thoroughly investigated via the procedure detailed below. Following an investigation, IUPAB will immediately take any necessary and appropriate action. IUPAB will not permit or condone any acts of retaliation against anyone who files harassment complaints or cooperates in the investigation of same.

Investigative Procedure

All reports of harassment or sexual harassment will be treated seriously. However, absolute confidentiality cannot be promised, nor can it be assured. IUPAB will investigate any complaint of harassment or sexual harassment, which may require limited disclosure of pertinent information to certain parties, including the alleged harasser.

Once a complaint of harassment or sexual harassment is received, IUPAB will begin a prompt and thorough investigation. Please note, if a complaint is filed anonymously, IUPAB may be severely limited in our ability to follow-up on the allegation.

- An impartial investigative committee, consisting of the current President, President-Elect, and Secretary-General will be established. If any of these individuals were to be named in an allegation, they would be excluded from the committee.
- The committee will interview the complainant and review the written complaint. If no written complaint exists, one will be requested.
- The committee will speak to the alleged offender and present the complaint.
- The alleged offender will be given the opportunity to address the complaint, with sufficient time to respond to the evidence and bring his/her own evidence.
- If the facts are in dispute, the investigative team may need to interview anyone named as witnesses.
- Once the investigation is complete, the committee will report their findings and make recommendations to the Executive Committee.
- If the severity of the allegation is high, is a possible repeat offence, or is determined to be beyond IUPAB's capacity to assess claims and views on either side, IUPAB may refer the case to the alleged offender's home institution (Office of Research Integrity or similar), employer, licensing board, or law enforcement for their investigation and decision.

Disciplinary Actions

Individuals engaging in behaviour prohibited by this policy as well as those making allegations of harassment in bad faith will be subject to disciplinary action. Such actions range from a written warning to ejection from the meeting or activity in question without refund of registration fees, being banned from participating in future IUPAB meetings or IUPAB-sponsored activities, and reporting the behaviour to their national biophysics society, their employer or calling the authorities. In the event that the individual is dissatisfied with the results of the investigation, they may appeal to the IUPAB President. Any questions regarding this policy should be directed to the IUPAB Secretary-General or other IUPAB Officer.