

American College of Veterinary Preventive Medicine (ACVPM) Anti-Harassment and Anti-Discrimination Policy

Statement:

The American College of Veterinary Preventive Medicine (“ACVPM”) does not and shall not discriminate on the basis of race, color, religion, creed, gender, gender expression, gender identity, age, national origin, ancestry, disability, marital status, sexual orientation, military status or any other protected status in compliance with applicable laws, in any of its activities or operations.

Section 1: Purpose

ACVPM is committed to providing a respectful environment free from harassment, discrimination, retaliation, as well as other intimidation and disruptive behavior for all our members. Such conduct will not be tolerated. ACVPM members and those associated with this organization are role models for personal and professional ethical standards.

Section 2: Definition

Harassment or Discrimination includes, but is not limited to, verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of the individual’s race, color, religion, creed, gender, gender expression, gender identity, age, national origin, ancestry, disability, marital status, sexual orientation, military status, or any other basis prohibited by law. This includes depriving or preventing equal opportunity regarding ACVPM matters based on the above.

Section 3: Policy

ACVPM does not tolerate or condone any form of harassment or discrimination within its organization and is committed to providing an environment free from unlawful harassment or discrimination. This policy applies to all individuals involved in the ACVPM organization and prohibits any individual associated with the organization, including employees, officers, board members, contractors, vendors, patrons, or volunteers of the organization from engaging in such unlawful behavior.

Examples of such unlawful behavior include but are not limited to:

- An implied or expressed threat of reprisal, loss of employment, loss of employment benefits, or loss of equal opportunity for refusal to comply with a sexually oriented request;
- Physical contact such as touching, patting, or pinching, with an underlying sexual connotation;
- Unwelcome or insulting gestures or verbal comments, remarks, jokes, innuendoes, propositions, or taunting about a person’s body, attire, sex or sexual orientation, religious affiliation, racial or ethnic origin, place of birth, citizenship, or ancestry, age, disability, veteran status, or any other reason not related to scientific merit;

- Suggestive or offensive remarks, bragging about sexual prowess, or visually displaying pornographic, sexist, racial, or derogatory pictures or other offensive material;
- Retaliation against an individual for having reported or threatening to report unlawful harassment.

Section 4: Application

This policy extends to all ACVPM-related settings, including but not limited to:

- Annual Meeting, including sponsored scientific sessions, pre- and post-meeting workshops, exhibitions, tours and social events;
- Executive Board teleconferences and meetings;
- Committee teleconferences and meetings;
- Certification examination.

Section 5: Reporting

Reporting of discrimination or harassment may be made by any individual associated with the ACVPM, whether a victim of the alleged behavior or a witness of the behavior, to any ACVPM Executive Board member. This report may be in person, by telephone, or in writing. ACVPM encourages the report to be as specific as possible and to include the name(s) of the individual(s) involved, the conduct that violated this policy, the date and location of the incident, and any witnesses to the incident. The existence of this policy is not intended to, and does not, supersede any employer, educational institution, or other agency's policies, standards of conduct, and related reporting requirements applicable to a particular individual. ACVPM encourages individuals to first consider any such policies, standards of conduct, and related reporting requirements before making a report to ACVPM.

Section 6: Investigation

Every report of harassment will be investigated promptly and impartially. The scope of an investigation will depend on investigations of the same conduct by third parties, such as employers or educational institutions. The individual raising concerns with harassment or discrimination may be asked to prepare a written statement separate from the initial reporting. ACVPM prohibits retaliation against any individual who in good faith reports discrimination, harassment or any other conduct prohibited by this policy. ACVPM further prohibits retaliation against any individual who in good faith participates in an ACVPM investigation into a report made under this policy.

Upon an Executive Board member receiving a report of harassment or discrimination, that Executive Board member shall promptly report the incident to the ACVPM Internal Affairs Committee, which will oversee the investigation of the claim. To the extent possible, the identity of the reporting individual and the nature of the allegations will be kept confidential. The Committee shall conduct a thorough, objective, and complete investigation of the alleged harassment or discrimination and shall determine whether unlawful harassment or discrimination occurred by a majority vote of the committee. The Committee will communicate its findings to the reporting party and, separately, to the alleged violator. If the

Committee determines a violation of this policy has occurred, it shall take prompt and effective remedial action as outlined below.

If the Committee is unable, for any reason, to determine whether a violation of policy has occurred, it may, at its discretion, enlist the Executive Board of the Board of Directors to conduct a separate investigation of the incident. After the investigation, the Executive Board, by a majority vote, shall determine whether unlawful harassment or discrimination occurred and communicate such determination to the Committee. The Committee will then communicate the Executive Board determination to the reporting party and alleged violator, as applicable.

If any accusation or report is made against an Executive Board member or member of the Internal Affairs Committee, that individual shall be prohibited from engaging in the investigation. A decision by the Committee or the Executive Board, as the case may be, shall be considered a final decision.

Section 7: Consequences

ACVPM will take appropriate disciplinary action against any individual who violates this policy. The action shall commensurate with the severity of the offense and shall be made known to the reporting party or victim of the offense, up to and including suspension or termination from ACVPM and its related events or organizations. The process is outlined in the ACVPM **Bylaws Article X Section 1**, and any Committee investigation shall adhere to the process outlined therein.

Reviewed and approved by the ACVPM Executive Board: January 2020