

Respectful Behavior Policy

I. PREFACE

The Institute of Nuclear Materials Management (INMM) is committed to maintaining an environment of mutual respect for all members, staff and participants at INMM meetings and events. INMM is dedicated to providing a safe, welcoming, and productive experience regardless of age, color, creed, disability, ethnicity, gender identity and expression, marital status, military service status, national origin, parental status, physical appearance, race, religion, sex, or sexual orientation. INMM will not tolerate harassment of or by participants (including INMM volunteers and staff) in any form, including discriminatory harassment or unwelcome physical contact. Participants in INMM activities who violate this principle are subject to disciplinary action up to and including expulsion from events or revocation of membership.

II. DEFINITION OF HARASSMENT

Harassment is behavior that is hostile or offensive. Harassment includes, but is not limited to:

- Verbal or written comments that are insulting, degrading, or threatening
- Verbal or written comments that are sexually graphic or sexually suggestive
- Unwelcome and targeted photography or recording
- Sustained disruption of talks or other events
- Deliberate intimidation, stalking, or following
- Display of offensive or sexually suggestive objects, pictures, or graphics
- Initiation of inappropriate physical contact (contact of a violent or sexual nature)
- Unwelcome sexual attention, including repeated flirtations or advances
- Deliberate exclusion from INMM events or activities based on age, color, creed, disability, ethnicity, gender identity and expression, marital status, military service status, national origin, parental status, physical appearance, race, religion, sex, or sexual orientation
- Advocating for, encouraging, or intentionally concealing any of the above behavior

Harassment does not require intent to offend; harassment includes actions above that are intended to be jokes, "kidding," or "teasing".

Harassment does not include consensual personal and social relationships conducted in private spaces.

III. EXPECTATIONS

All participants in INMM events and other activities are expected to treat other participants with professionalism and respect. Participants are expected to refrain from all harassing behavior toward any individual. Participants asked to stop any harassing behavior are expected to comply immediately, whether or not the request comes from someone in an authority position.

Creation of a safe and welcoming environment is a shared responsibility held by all participants. Harassment and other violations of this policy reduce the value of participation for everyone, not just those on the receiving end. Participants who believe they are witnessing or experiencing harassing

behavior are encouraged, though not required, to ask the offender to stop the unwelcome behavior by referencing this policy. Often, this action alone will stop the problem. Participants are equally encouraged to exercise their option to leave a situation that makes them feel targeted or unsafe.

If you or someone else experiences harassment, regardless of how you otherwise choose to initially handle the situation, you are encouraged to report the situation to INMM. (See Section V, "Reporting and Enforcement.") Even if the behavior you witnessed or experienced is stopped, it is possible that the behavior you witnessed or experienced is part of a larger pattern of repeated harassment. Please alert INMM to behavior you feel to be harassment regardless of the offender's identity or standing in the Institute.

Additionally, if you have an incident to report, please report it as soon as possible. The most effective method of resolving actual or perceived harassment is early identification and intervention. Timely reporting helps INMM to take constructive action and protect victims.

IV. POLICY APPLICATION

This policy applies to all INMM volunteer leaders, staff members, and event attendees, including speakers, sponsors, exhibitors, and vendors.

This policy applies at all official INMM events and other Institute activities. For in-person events, participants are expected to follow these rules at all event venues and event-related social activities. For remote activities, participants are expected to follow these rules in all non-physical spaces associated with the activity (e.g. teleconferences, group emails, and online comment threads).

For example, sponsors and exhibitors shall not include sexualized images, activities, or other material in their promotions. Booth staff at an exhibit (including volunteers) shall not use sexualized clothing/uniforms/costumes, or otherwise create a sexualized environment.

This policy also applies to all vendors and other outside parties that work for INMM.

V. REPORTING AND ENFORCEMENT

If you have an incident to report at an event, you may contact the designated person listed in the event program. You may also contact INMM Executive Director Elizabeth Franks (efranks@inmm.org, 856-380- 6873) or the INMM President or a member of the INMM Executive Committee at any time, including during and after events.

The complaint and investigation will be handled with respect for the privacy of all involved, and will be confidential to the extent practical, given the circumstances. Upon receiving a complaint, the matter may be further investigated by the Executive Director and/or the INMM President or an appropriate designee from the Executive Committee. Details of the complaint may later be shared with members of the Executive Committee, depending on the case. Individuals to be notified and actions to be taken will be discussed beforehand with the recipient of the harassing behavior, where possible.

Please note that INMM believes in respecting the wishes of those directly involved in the incident. While you may report an incident if you are not the target of the harassing behavior, INMM reserves the right to discontinue enforcement if it determines that no harassment existed, that the recipient of the behavior does not wish to further pursue a complaint, or that the information provided is not complete enough to allow an investigation to be made.

Disciplinary action for participants found to have violated this policy may include reprimand, expulsion from an event or activity with or without a refund, temporary or permanent exclusion from future INMM events and activities, suspension or expulsion from volunteer leadership positions or groups, and/or suspension or expulsion from Institute membership, as appropriate. INMM reserves the right to report behavior to appropriate authorities.

For more details, or if you have other questions about the Respectful Behavior Policy, please contact the INMM Executive Director, Elizabeth Franks, (efranks@inmm.org, 856-380-6873) or any member of the INMM Executive Committee.